



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 2/20/2017 **VisitType:** Licensing Study **Arrival:** 3:45 PM **Departure:** 5:30 PM

CCLC-32813

YMCA Pryme Tyme Coastal Empire Montessori Charter School

301 Buckhalter Road Savannah, GA 31405 Chatham County
 (912) 663-3945 DC1prymetyme@ymcaofcoastalga.org

Mailing Address

6400 Habersham St. Suite A
 Savannah, GA 31405

Regional Consultant

Haley Carwile

Phone: (229) 317-9868

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haley.carwile@decal.ga.gov

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
02/20/2017	Licensing Study	Good Standing	
09/15/2016	Monitoring Visit	Good Standing	
04/05/2016	Monitoring Visit	Good Standing	

Ratios/License Capacity


Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A	Six Year Olds and Over	3	27	C	39	C	NA	NA	Homework,Snack,Free Play
					Total Capacity @35 sq. ft.: 39	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 27			Total Capacity @35 sq. ft.: 39			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	41	C

Comments

Plan of Improvement: Developed This Date 02/20/2017

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@decal.ga.gov.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

Potioha Taylor, Program Official

Date

Haley Carwile, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

No Swimming Activities Provided

Facility

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Correction Deadline: 9/15/2016

Corrected on 2/20/2017

.25(3) - No peeling paint observed on this date.

591-1-1-.26 Playgrounds(CR)

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)

N/A

Comment

No diapered children enrolled.

591-1-1-.17 Hygiene(CR)

Met

Comment

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR)

Not Evaluated

Comment

Per staff member, no medication administered at the facility.

Safety

591-1-1-.05 Animals **N/A**

Comment
No Animals Kept

591-1-1-.11 Discipline(CR) **Met**

Comment
Observed-Discussion/Redirection

591-1-1-.13 Field Trips(CR) **N/A**

Comment
No Field Trips at This Time

591-1-1-.36 Transportation(CR) **N/A**

Comment
No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **N/A**

Comment
No naps offered at the facility. Before and after school program only.

Staff Records

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment
Two staff hired since last visit

591-1-1-.14 First Aid & CPR **Not Met**

Finding
591-1-1-.14(1) requires the director to complete biennial training in CPR and triennial training in first aid. It was determined that CPR and first aid for the director was not on cite. Staff stated there is no director at the this cite.

POI (Plan of Improvement)
The director will secure required training.

Correction Deadline: 2/21/2017

Recited on 2/20/2017

591-1-1-.24 Personnel Records **Not Met**

Finding
591-1-1-.24 requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain information noted in 591-1-1-.24(a-h). It was determined based on review of staff files that two of four staff members did not have a personnel file at the cite as required.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 2/25/2017

Finding

591-1-1-.24(f) requires,as applicable to the position held, the Center to have verification of a Satisfactory Records Check Determination. It was determined based on review of staff files that a staff member hired in January 2017 did not have a CRC letter on file for review as required.

POI (Plan of Improvement)

The Center will obtain verification of a Satisfactory Records Check Determination for the Director, Employee or Provisional Employee.

Correction Deadline: 2/20/2017

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined [].

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 3/22/2017

Recited on 2/20/2017

591-1-1-.31 Staff(CR)

Not Met

Finding

591-1-1-.31(1)(a) requires the Center to have a Director who is responsible for the supervision, operation and maintenance of the Center. The Director must be on the Center's premises. If the Director is absent from the Center at any time during the hours of the Center's operation, there shall be an officially designated person on the Center site to assume responsibility for the operation of the Center, and this person shall have full access to all records required to be maintained under these rules. It was determined based on staff statements and observation that the program did not have director on cite and one has not been hired for the program.

POI (Plan of Improvement)

The Center will ensure a director, responsible for the supervision, operation and maintenance of the Center is on the premises. during operating hours. The Center will officially designate a person to assume responsibility for the operation of the Center when the director is not present who has full access to all records.

Correction Deadline: 2/20/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

Comment

Observed-Adequate Supervision