



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: 10/17/2017 **VisitType:** Licensing Study

Arrival: 2:35 PM

Departure: 4:05 PM

CCLC-15935

Prime Time - Ocee

4375 Kimball Bridge Rd Alpharetta, GA 30022 Fulton County
 (770) 664-3547 amyc@ymcaatlanta.org

Mailing Address

100 Edgewood Ave., Suite 902
 Atlanta, GA 30303

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.gov

| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 10/17/2017 | Licensing Study | Good Standing |
| 05/04/2017 | Monitoring Visit | Good Standing |
| 12/01/2016 | Licensing Study | Good Standing |

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.

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 | Art Room N108 | | 0 | 0 | C | 26 | C | NA | NA | Not In Use |
| Main | Cafeteria | Five Year Olds and Six Year Olds and Over | 5 | 79 | C | 99 | C | NA | NA | Transitioning, Outside, Snack |
| Main | Computer lab N105 | | 0 | 0 | C | 27 | C | NA | NA | Not In Use |
| Main | Gym | | 0 | 0 | C | 127 | C | NA | NA | Not In Use |

Total Capacity @35 sq. ft.: 279

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 79

Total Capacity @35 sq. ft.: 279

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-------------------------------------|----------------------|-----------------------|
| Main | Black top | 100 | C |
| Main | Field | 259 | C |
| Main | Field near green and red playscapes | 12 | C |

Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit from May 2017.

Plan of Improvement: Developed This Date 10/17/2017

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).



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.



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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@dec.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://dec.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)

Marva Daugherty, Program Official

Date

LaQuita Clark, 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-.03 Activities

Met

Comment

A variety of activities were observed to be provided.

Correction Deadline: 10/17/2017

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

| |
|---------------------------|
| Children's Records |
|---------------------------|

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

| | |
|-----------|-----|
| Child # 1 | Met |
| Child # 2 | Met |
| Child # 3 | Met |
| Child # 4 | Met |
| Child # 5 | Met |

591-1-1-.08 Children's Records**Met****Comment**

Observed-Records Complete/Well Organized

Facility

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed Capacity Routinely Met

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

Observation-No Hazards Accessible

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Observation-Clean/Good Repair

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Menu Meets USDA Guidelines

Health and Hygiene

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

The after school program does not have diapered children enrolled.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Observed-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR)**Met****Comment**

The director stated that medication is not being administered at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Complete documentation of emergency drills were observed on file. Discussed with the director to incorporate lock down drills every six months.

Correction Deadline: 10/22/2017**Safety**

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

Observed-Discussion/Redirection

591-1-1-.36 Transportation(CR)**Met****Comment**

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****Comment**

The after school program does not provide a rest period.

Staff Records

Records Reviewed: 7**Records with Missing/Incomplete Components: 0**

| | |
|--------------------------|-----|
| Staff # 1 | Met |
| Date of Hire: 08/02/2014 | |
| Staff # 2 | Met |
| Date of Hire: 08/10/2015 | |
| Staff # 3 | Met |
| Date of Hire: 08/03/2013 | |
| Staff # 4 | Met |
| Date of Hire: 11/05/2015 | |
| Staff # 5 | Met |
| Date of Hire: 08/10/2015 | |
| Staff # 6 | Met |
| Date of Hire: 08/02/2014 | |
| Staff # 7 | Met |
| Date of Hire: 08/02/2014 | |

Staff Credentials Reviewed: 7

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

Criminal Records Checks were observed to be complete.

591-1-1-.14 First Aid & CPR**Met****Comment**

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training

Met

Comment

Observed - Complete documentation of training

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

Met

Comment

Staff were observed to comply with applicable regulations.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Correction Deadline: 5/4/2017

Corrected on 10/17/2017

.32(2) - Previous citation has been corrected in that appropriate staff:child ratios were observed on this date.

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Adequate Supervision