



**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: 9/17/2018 **VisitType:** Monitoring Visit **Arrival:** 3:00 PM **Departure:** 5:25 PM

CCLC-30658

YMCA Pryme Tyme May Howard Elementary

115 Wilmington Island Road Savannah, GA 31410 Chatham County
(912) 663-2962 DC1prymetyme@ymcaofcoastalga.org

Regional Consultant

Stacey Foston

Phone: (706) 806-0407

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stacey.foston@decal.ga.gov

Mailing Address

6400 Habersham St. Suite A
Savannah, GA 31405

Quality Rated: ★ ★

| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 09/17/2018 | Monitoring Visit | Good Standing |
| 05/09/2018 | Licensing Study | Good Standing |
| 12/13/2017 | Monitoring Visit | 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 | Cafeteria | Five Year Olds and Six Year Olds and Over and PreK | 4 | 67 | C | 77 | C | NA | NA | Transitioning, Snack, Homework, Free Play |
| Total Capacity @35 sq. ft.: 77 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 67 | | | Total Capacity @35 sq. ft.: 77 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | PGD A | 30 | C |
| Main | PGD B | 25 | C |

Comments

Plan of Improvement: Developed This Date 09/17/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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.state.ga.us.

- 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.state.ga.us/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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

Mary Butler, Program Official

Date

Stacey Foston, Consultant

Date



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Findings Report

Date: 9/17/2018 **VisitType:** Monitoring Visit **Arrival:** 3:00 PM **Departure:** 5:25 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed throughout the center.

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

N/A

Comment

Center does not provide swimming activities.

Facility

591-1-1-.19 License Capacity(CR)

Technical Assistance

Technical Assistance

591-1-1-.19 - The school was rebuilt last year and the Pryme Tyme is housed in the new cafeteria space. The Pryme Tyme office will submit all required paperwork to complete an amendment . The licensed capacity of the new space will be determined when the the amendment is complete.

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

Met

Comment

No hazards observed accessible to children on this date.

591-1-1-.25 Physical Plant-Structural/Mechanical

Not Met

Finding

591-1-1-.25(19) prohibits the use of unapproved areas for children's activity. It was determined based on observations that the Pryme Tyme program was housed in the new cafeteria space that has not been licensed for use by Bright from the Start. In addition the program is using playgrounds that have not been licensed for use.

POI (Plan of Improvement)

The school was completed renovated over the last year. The Pryme Tyme office will send the consultant the requested documentation to have the spaces licensed.

Correction Deadline: 10/8/2018

Recited on 9/17/2018

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

Technical Assistance

Technical Assistance

591-1-1-.26 - The school has added two new playground areas. the Pryme Tyme office will submit the requested paper work to have the playgrounds licensed. there were no hazards observed on the playground spaces. Also discussed the use of age appropriate equipment.

Health and Hygiene

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

N/A

Comment

There are children requiring diapering enrolled in this program.

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

Met

Comment

Proper hand washing observed throughout the center.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

N/A

Comment

This is a before and afterschool only program. There is no sleeping equipment on site,

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Staff # 1

Not Met

Date of Hire: 08/24/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Met

Date of Hire: 08/23/2016

Records Reviewed: 5**Records with Missing/Incomplete Components: 1**

| | |
|--------------------------|-----|
| Staff # 3 | Met |
| Date of Hire: 05/01/2010 | |
| Staff # 4 | Met |
| Date of Hire: 08/13/2018 | |
| Staff # 5 | Met |
| Date of Hire: 10/20/2014 | |

Staff Credentials Reviewed: 5

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(g) requires Provisional Employees hired on or after January 1, 2014 to have a satisfactory Preliminary Records Check Determination. A Provisional Employee cannot reside at the Center or be present at the Center while children are present for care for more than 21 days from the date of hire or first day of residency without first submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that a provisional employee hired on August 24, 2018 was past the 21 days to submit Fingerprints to an authorized fingerprinting site.

POI (Plan of Improvement)

The Center will ensure that Provisional Employees hired on or after January 1, 2014 have a satisfactory Preliminary Records Check Determination. The Center will have a plan to ensure that Provisional Employees hired on or after January 1, 2014 submit a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site within 21 days from the date of hire or the first day of residency. The Center will not allow a provisional employee to be at the Center while children are present if this requirement is not met. The consultant left a one day letter.

Correction Deadline: 9/18/2018

591-1-1-.31 Staff(CR)**Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

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

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that upon that consultant's arrival a ratio of 1 staff and 34 children ages six and up were lined up in hall way to wash their hands. Based on the age of the children, two teachers were required. The same ratio was observed ten minutes later when the same group came into the cafeteria to eat snack.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Comment

Adequate supervision observed on this date.