



**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:** 5/10/2018    **VisitType:** Licensing Study    **Arrival:** 3:55 PM    **Departure:** 5:45 PM

**CCLC-30661**

**YMCA Pryme Tyme Spencer Elementary**

1150 Wheaton Street Savannah, GA 31401 Chatham County  
 (912) 663-4844 DC1prymetyme@ymcaofcoastalga.org

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

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stacey.foston@dec.al.ga.gov

**Mailing Address**

6400 Habersham St. Suite A  
 Savannah, GA 31405

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
05/10/2018	Licensing Study	Good Standing	
10/16/2017	Monitoring Visit	Good Standing	
05/02/2017	Licensing Study	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, Gym	Five Year Olds and Six Year Olds and Over and PreK	3	42	C	164	C	NA	NA	Snack,Art,Free Play
Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Insufficient Toilets/Sinks				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	116	C

**Comments**

Plan of Improvement: Developed This Date 05/10/2018

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. 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.

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**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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.

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**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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

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Elisha Russell, Program Official

Date

Stacey Foston, 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**

Observed daily schedule posted. Children were observed to be engaged in a variety of age appropriate activities.

**Correction Deadline: 5/10/2018**

**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.

### 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

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**591-1-1-.08 Children's Records****Met****Correction Deadline: 10/17/2017****Corrected on 5/10/2018****.08(1) - The previous citation has been corrected in that the five files reviewed on this date were complete and well organized.****Facility**

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

The new capacity will be determined when new areas are licensed.

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

No hazards observed accessible to children on this date.

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**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 the school was rebuilt last year and the Pryme Tyme program is using the new cafeteria and playground that has not been approved for use by the Department.

**POI (Plan of Improvement)**

The Pryme Tyme office submitted an amendment application to have these areas licensed.

**Correction Deadline: 5/10/2018**

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

Playground observed to be clean and in good repair.

**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)****N/A****Comment**

There are no diapered children enrolled in this center.

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

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The director stated that the center does not dispense medication.

**Policies and Procedures**

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

Observed documentation of drills.

**Correction Deadline: 5/15/2018****Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Center does not participate in field trips.

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

**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **N/A**

**Comment**

This is a before and after school only program. Children do not take naps at this center.

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal records checks were observed to be complete.

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

**Comment**

Complete first aid kit observed in center.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Observed documentation of annual training for 2017 for all staff.

**Correction Deadline: 10/17/2017**

**Corrected on 5/10/2018**

**.33(3) - The previous citation has been corrected. Observed documentation that all the staff has completed the health and safety training.**

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**591-1-1-.31 Staff(CR)** **Not Met**

**Finding**

591-1-1-.31(1)(c) requires that a copy and/or written verification of the credential or degree awarded to the Director by the technical college, university, school or Department-approved trainer listed in 591-1-1-.31(1)(b)2. (i) through (xiii) be maintained by the Center in the Director's file and such documentation shall be available for inspection by Department staff upon request. It was determined based on a review of records that the a copy of the director's credential was not on file.

**POI (Plan of Improvement)**

The Center will obtain the written verification from the Director, place it in the Director's file, and provide it to the Department if requested.

**Correction Deadline: 5/10/2018**

## Staffing and Supervision

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

Met

#### Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

#### Comment

Adequate supervision observed on this date.