



**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:** 2/12/2020    **VisitType:** Monitoring Visit    **Arrival:** 2:15 PM    **Departure:** 3:30 PM

**CCLC-3399**

**Y Afterschool @ Woodland Elementary**

1130 Spalding Drive Dunwoody, GA 30350 Fulton County  
 (770) 451-9622 JaredG@ymcaatlanta.org

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@decal.ga.gov

**Mailing Address**

3692 Ashford Dunwoody Road  
 Atlanta, GA 30319

**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.
02/12/2020	Monitoring Visit	Good Standing	
09/05/2019	Licensing Study	Good Standing	
03/04/2019	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: Cafeteria		0	0	C	45	C	NA	NA	
Main	B: Gymnasium	Six Year Olds and Over	5	100	C	142	C	NA	NA	Homework,Snack,Transitioning,Clean Up
Main	Classroom 120		0	0	C	25	C	NA	NA	
Main	Classroom 124		0	0	C	25	C	NA	NA	
Main	Classroom 126		0	0	C	25	C	NA	NA	
Main	Classroom 128		0	0	C	26	C	NA	NA	
Main	Classroom 133		0	0	C	25	C	NA	NA	
Main	Classroom 141		0	0	C	25	C	NA	NA	
Main	Classroom 143		0	0	C	25	C	NA	NA	
Main	Classroom 145		0	0	C	25	C	NA	NA	
Main	Classroom 146		0	0	C	25	C	NA	NA	
Main	Media Center		0	0	C	98	C	NA	NA	
Total Capacity @35 sq. ft.: 511						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 100						Total Capacity @35 sq. ft.: 511				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	529	C

## Comments

The purpose of this visit was to conduct a monitoring visit and follow up to the previous visit September 5, 2019.

Plan of Improvement: Developed This Date 02/12/2020

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Jared Guyer, Program Official

Date

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Emma Smith, Consultant

Date



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### Findings Report

**Date:** 2/12/2020 **VisitType:** Monitoring Visit **Arrival:** 2:15 PM **Departure:** 3:30 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)

Met

#### Comment

Center does not provide swimming activities.

### Facility

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

Met

#### Comment

Licensed capacity observed to be routinely met by center.

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

Met

#### Comment

No hazards observed accessible to children on this date.

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

Met

#### Comment

Playground observed to be clean and in good repair. Staff stated the program has been using the gym due to the weather.

### Health and Hygiene

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

Met

#### Comment

No children enrolled who require diapering. School age children attend only for after school hours.

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

Met

**Comment**

Proper hand washing observed throughout the center.

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

Met

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

591-1-1-.21 Operational Policies & Procedures

Met

Correction Deadline: 9/10/2019

Corrected on 2/12/2020

.21(3) - The previous citation was corrected on this date. The consultant observed documentation stated that a fire drill was conducted on February 6, 2020.

**Safety**

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

Met

**Comment**

Age-appropriate discussion and/or redirection observed.

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

Met

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Met

**Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

**Staff Records**

Staff Credentials Reviewed: 1

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

**Comment**

Director provided 4 files for employees hired since last visit.

Correction Deadline: 9/5/2019

Corrected on 2/12/2020

.09(1)(a) - The previous citation was corrected on this date. The consultant observed criminal record checks to be complete on this date.

Correction Deadline: 9/5/2019

Corrected on 2/12/2020

.09(1)(c) - The previous citation was corrected on this date. The consultant observed criminal record checks to be complete on this date.

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

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that one staff member did not have CPR and first aid certification within 90 days of their hire date.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 3/13/2020**

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that one staff members did not complete health and safety orientation training within the first 90 days of employment.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 3/13/2020**

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 9/5/2019****Corrected on 2/12/2020**

**.32(1) - The previous citation was corrected on this date. The consultant observed the center to maintain the required Staff:child ratios.**

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**591-1-1-.32 Supervision(CR)****Met****Comment**

Staff observed to provide direct supervision and be attentive to children's needs.