



**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:** 2/20/2018    **VisitType:** Monitoring Visit    **Arrival:** 3:10 PM    **Departure:** 4:40 PM

**CCLC-3399**

**Y Afterschool @ Woodland Elementary**

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

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

**Mailing Address**

3692 Ashford Dunwoody Road  
 Atlanta, GA 30319

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
02/20/2018	Monitoring Visit	Good Standing
09/07/2017	Licensing Study	Good Standing
02/28/2017	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	A: Cafeteria	Six Year Olds and Over	7	91	C	45	NC	NA	NA	Snack, Homework, Transitioning
Main	B: Gymnasium		0	0	C	142	C	NA	NA	Not In Use
Main	Classroom 120		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 124		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 126		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 128		0	0	C	26	C	NA	NA	Not In Use
Main	Classroom 133		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 141		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 143		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 145		0	0	C	25	C	NA	NA	Not In Use
Main	Classroom 146		0	0	C	25	C	NA	NA	Not In Use
Main	Media Center		0	0	C	98	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 511						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 91			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 to follow up to the previous visit conducted on August 7, 2017.

Plan of Improvement: No Plan Developed

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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)

**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.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Jared Guyer, Program Official

Date

Shannon Curtis, Consultant

Date



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

### Findings Report

**Date:** 2/20/2018    **VisitType:** Monitoring Visit    **Arrival:** 3:10 PM    **Departure:** 4:40 PM

#### CCLC-3399

#### Y Afterschool @ Woodland Elementary

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

#### Mailing Address

3692 Ashford Dunwoody Road  
Atlanta, GA 30319

#### Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

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

Center appears clean and well maintained.

#### 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. The After School Program only uses the open field for outside activities.

### Health and Hygiene

---

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

There were no children enrolled in the program that requires diapering.

---

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

Staff were observed to remind children to wash hands.

---

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

The After School Program does not administer medication at this time.

---

**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**

The After School Program does not participate in resting activities.

---

**Staff Records**

---

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

---

Staff # 1	Met
Date of Hire: 07/31/2004	
Staff # 2	Met
Date of Hire: 08/08/2017	
Staff # 3	Met
Date of Hire: 12/01/2013	
Staff # 4	Met
Date of Hire: 09/20/2010	
Staff # 5	Met
Date of Hire: 08/01/2015	
Staff # 6	Met
Date of Hire: 09/24/2014	

**Records Reviewed: 7**

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

Staff # 7

Met

Date of Hire: 11/14/2013

**Staff Credentials Reviewed: 7**

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

**Met**

**Comment**

Criminal records checks were observed to be complete for all staff on this date.

**Comment**

Director provided one file for employees hired since last visit on this date.

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.