



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: 3/4/2019 **VisitType:** Monitoring Visit **Arrival:** 2:30 PM **Departure:** 3:55 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

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emma.smith@dec.al.gov

Mailing Address

3692 Ashford Dunwoody Road
 Atlanta, GA 30319

Quality Rated: No

Compliance Zone Designation		
03/04/2019	Monitoring Visit	Good Standing
09/14/2018	Licensing Study	Good Standing
02/20/2018	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	110	C	45	NC	NA	NA	Transitioning, Home work					
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: 110						Total Capacity @35 sq. ft.: 511					Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	529	C

Comments

Please ensure to port over criminal records check letters from employee's previous employment.

Plan of Improvement: Developed This Date 04/18/2019

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

Jared Guyer, Program Official

Date

Emma Smith, Consultant

Date



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Findings Report

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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.

Children's Records

591-1-1-.08 Children's Records

Met

Correction Deadline: 9/21/2018

Corrected on 3/4/2019

The previous citation was corrected on this date. Children's records observed to be completed.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on the consultant's observations that a total of 110 children were present in the cafeteria on this date when the cafeteria is only licensed for 45.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 3/4/2019

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

Comment

Center appears clean and well maintained.

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

Comment

Playground area used was observed to be clean and in good repair.

Health and Hygiene

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

Comment

There are no children enrolled that require 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 Director stated on this date that the program does not dispense/administer medication.

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR) **Met**

Comment

Center does not participate in field trips at this time.

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

Naps/resting time are not provided at after school program.

Staff Records

Records Reviewed: 10**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 07/31/2004	Met
Staff # 2 Date of Hire: 11/26/2018	Met
Staff # 3 Date of Hire: 08/08/2017	Met
Staff # 4 Date of Hire: 12/01/2013	Met
Staff # 5 Date of Hire: 09/20/2010	Met
Staff # 6 Date of Hire: 08/01/2015	Met
Staff # 7 Date of Hire: 09/17/2015	Met
Staff # 8 Date of Hire: 08/06/2018	Met
Staff # 9 Date of Hire: 09/24/2014	Met
Staff # 10 Date of Hire: 11/14/2013	Met

Staff Credentials Reviewed: 10

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Technical Assistance****Comment**

Criminal record checks were observed to be complete for all staff and new staff member added.

Comment

Director provided one file for employee hired since last visit.

Technical Assistance

Please ensure to port over all staff member's letters from previous employment.

591-1-1-.33 Staff Training**Met****Correction Deadline: 10/14/2018****Corrected on 3/4/2019****Citation was observed to be corrected on this date.**

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)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs. Staff were always aware of where children were and what the children were doing.