



**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: 10/22/2019 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 11:40 AM

CCLC-48419

Union Cathedral Academy

1903 N. Forrest St. Valdosta, GA 31601 Lowndes County
(229) 242-6127 unionlearning@att.net

Regional Consultant

Beth Houtz

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Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
10/22/2019	Licensing Study	Good Standing
05/08/2019	Monitoring Visit	Good Standing
10/25/2018	Licensing Study	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 - 1L/ 1's	One Year Olds	3	10	C	20	C	NA	NA	Centers
Main	B- Back L/ 2's	Two Year Olds	1	4	C	23	C	NA	NA	Art
Main	C- Middle/ Afterschool		0	0	C	38	C	NA	NA	
Main	D - 3R/ Pre-K	PreK	2	16	C	37	C	NA	NA	Centers
Main	E - 2R/ Infants	Infants	1	4	C	19	C	NA	NA	Feeding, Floor Play
Main	F- 1R/ 3's	Three Year Olds	1	8	C	23	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 160						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 160			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	All Ages	44	C

Comments

The purpose of today's visit is a licensing study. This is the first visit of the fiscal year. The center has submitted for their Quality Rated Assessment. The center provides morning and afternoon transportation to and from school.

Plan of Improvement: Developed This Date 10/22/2019

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/RulesAndRegulations.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

Felicia Major, Program Official

Date

Beth Houtz, Consultant

Date



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Findings Report

Date: 10/22/2019 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Lesson Plans were observed to be up to date and posted in each classroom.

Correction Deadline: 10/22/2019

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

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that in the Pre-K classroom the storage closet door was not locked or secured to prevent children's access as required. Additionally, in the three-year-old classroom the storage cabinet was not locked and a purse, stapler, tape, and scissors were observed in the closet and accessible to children in care.

POI (Plan of Improvement)

During the visit the closet was locked and the cabinet was secured to prevent access. The center will ensure the cabinet and closet remain secured so children do not have access to them. The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 10/22/2019

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

591-1-1-.26(4) - The consultant observed four bolts in the back right hand corner of the playground to be longer than the required two threads in length. The consultant discussed with the Director about cutting the bolts down so they do not pose a hazard to children in care.

Correction Deadline: 10/22/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Comment

Program observed complete emergency drills. Tornado and lock down drill procedures were discussed.

591-1-1-.27 Posted Notices Met

Comment

Observed all required posted notices.

Safety

591-1-1-.05 Animals Met

Comment

Center does not keep animals on premises.

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

Comment

Staff were observed to maintain a positive learning environment on this date.

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

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Correction Deadline: 5/9/2019

Corrected on 10/22/2019

.36(7)(b) - This citation was observed to be corrected on this date.

Sleeping & Resting Equipment

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

Correction Deadline: 5/8/2019

Corrected on 10/22/2019

.30(2) - This citation was observed to be corrected on this date. No sleeping hazards were observed.

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 09/26/2017	Met
Staff # 2 Date of Hire: 09/26/2017	Met
Staff # 3 Date of Hire: 01/24/2019	Met
Staff # 4 Date of Hire: 06/26/2019	Met
Staff # 5 Date of Hire: 09/26/2017	Met
Staff # 6 Date of Hire: 09/26/2017	Met
Staff # 7 Date of Hire: 09/26/2017	Met

Staff Credentials Reviewed: 6

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

Comment

Criminal record checks were observed to be complete.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

Comment

Documentation observed of required staff training.

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

Center observed to maintain appropriate staff:child ratios.