



**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

**Cover Sheet**

**Date:** 4/12/2022    **VisitType:** Monitoring Visit    **Arrival:** 3:15 PM    **Departure:** 5:00 PM

**CCLC-54352**

**YWCO After School at High Shoals Elementary**  
 401 Hopping Road Bishop, GA 30621 Oconee County  
 (706) 310-1985 ywco.afterschool@gmail.com

**Regional Consultant**

Kelly Jones  
 Phone: (770) 357-7062  
 Fax: (770) 357-7061  
 kelly.jones@decal.ga.gov

**Mailing Address**  
 Same

**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. |
|------------------------------------|-------------------------|---------------|--|
| 04/12/2022                         | Monitoring Visit        | Good Standing |  |
| 07/21/2021                         | Initial Licensing Study | Good Standing |  |

**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                           | ASP-Cafeteria | Five Year Olds and Six Year Olds and Over | 7                           | 61       | C                             | 108        | C            | NA         | NA           | Homework,Snack,Free Play,Outside,Transitioning |
| Main                           | ASP-Gym       |   | 0                           | 0        | C                             | 128        | C            | NA         | NA           |  |
| Total Capacity @35 sq. ft.:    |               |   | 236                         |          | Total Capacity @25 sq. ft.: 0 |            |              |            |              |  |
| Total # Children this Date: 61 |               |   | Total Capacity @35 sq. ft.: |          | Total Capacity @25 sq. ft.:   |            |              |            |              |  |
|                                |               |   | 236                         |          | 0                             |            |              |            |              |  |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
|          |            |                      |                       |

**Comments**

The Consultant completed the exit conference via telephone and a copy of the monitoring /POI Follow- Up report was electronically emailed to the Program.

Plan of Improvement: Developed This Date 04/12/2022

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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Hannah Meadow, Program Official

Date

Kelly Jones, Consultant

Date



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### Findings Report

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Same

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.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**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.

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

### 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.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**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**

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**

**Records Reviewed: 19**

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

Staff # 1 Met

Date of Hire: 03/21/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2 Met

Date of Hire: 01/12/2022

Staff # 3 Met

Date of Hire: 01/12/2022

Staff # 4 Met

Date of Hire: 01/19/2022

Staff # 5 Met

**Records Reviewed: 19**

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

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Date of Hire: 08/03/2021

Staff # 6 Met

Date of Hire: 11/08/2021

Staff # 7 Met

Date of Hire: 09/21/2021

Staff # 8 Met

Date of Hire: 08/03/2021

Staff # 9 Met

Date of Hire: 02/18/2021

Staff # 10 Met

Date of Hire: 08/06/2021

Staff # 11 Met

Date of Hire: 01/17/2022

Staff # 12 Met

Date of Hire: 08/18/2021

Staff # 13 Met

Date of Hire: 09/14/2021

Staff # 14 Met

Date of Hire: 10/11/2021

Staff # 15 Met

Date of Hire: 02/04/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 16 Met

Date of Hire: 09/10/2021

Staff # 17 Met

Date of Hire: 07/27/2021

Staff # 18 Met

Date of Hire: 08/02/2021

Staff # 19 Met

Date of Hire: 01/12/2022

**Staff Credentials Reviewed: 0**

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

**Comment**

19 of 19 criminal record checks were observed to be complete.

**Comment**

Director provided 17 file(s) for employees hired since last visit 7 /21/2022.

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

**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**

Documentation observed of required staff training.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**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) Technical Assistance**

**Comment**

Adequate supervision observed on this date.

**Technical Assistance**

591-1-1-.32(7) - Consultant reviewed and discussed requirements that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. Consultant and director discussed facility supervision plan that is in place at the facility.

**Correction Deadline: 4/12/2022**