



**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:** 3/20/2017    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:50 PM

**CCLC-62**

**Song of the South**

736 Jesters Lake Road Jonesboro, GA 30236 Clayton County  
 (770) 471-8974 ldstan@bellsouth.net

**Regional Consultant**

Ashley Cunningham  
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 Ashley.Cunningham@dec.al.ga.gov

**Mailing Address**

7940 Christian Court  
 Jonesboro, GA 30236

<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.
03/20/2017	Licensing Study	Good Standing	
11/15/2016	Monitoring Visit	Good Standing	
04/26/2016	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
Building 2	Bldg 2	Four Year Olds	1	8	C	15	C	20	C	Centers
Total Capacity @35 sq. ft.:			15		Total Capacity @25 sq. ft.: 71					
Main	Back left	One Year Olds and Two Year Olds and Three Year Olds	1	7	C	9	C	NA	NA	Centers
Main	Back Middle	Three Year Olds	1	8	C	10	C	NA	NA	Transitioning
Main	Back Right	Infants and One Year Olds	1	4	C	6	C	NA	NA	Art,Nap
Main	Front	PreK	1	18	C	20	C	NA	NA	Centers
Main	Front Left		0	0	C	11	C	15	C	Not In Use
Total Capacity @35 sq. ft.:			56		Total Capacity @25 sq. ft.: 71					
Total # Children this Date:			45		Total Capacity @35 sq. ft.: 71					
					Total Capacity @25 sq. ft.: 71					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Front Right	131	C
Main	Main	400	C
Main	Middle Right - Toddler	41	C

**Comments**

Plan of Improvement: Developed This Date 03/20/2017

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.



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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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)

Linda Stanley, Program Official

Date

Ashley Cunningham, Consultant

Date



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### Findings Report

**Date:** 3/20/2017    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:50 PM

#### CCLC-62

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Not Met

#### Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that four classrooms did not a current lesson plan available.

#### POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 3/20/2017**

#### 591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

#### Comment

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 2**

**Records with Missing/Incomplete Components: 2**

Child # 1    Not Met  
    "Missing/Incomplete Components"  
    .08(c)-Address of Release Person Missing

Child # 2    Not Met  
    "Missing/Incomplete Components"  
    .08(c)-Address of Release Person Missing

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**591-1-1-.08 Children's Records****Not Met****Finding**

591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on observation of five children files that two of the files were incomplete.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 3/20/2017**

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**591-1-1-.23 Parental Authorization****Met****Comment**

Parent Authorizations Obtained/Completed

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Observation-Clean and Well Maintained

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed Capacity Routinely Met

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Technical Assistance****Comment**

Observation-No Hazards Accessible

**Correction Deadline: 11/15/2016****Corrected on 3/20/2017****.25(3) - Previous citation corrected in that the door was repaired.****Technical Assistance**

591-1-1-.25(3) - Please replace the toilet seat in the back middle room. It was observed to be worn and discolored.

**Correction Deadline: 3/20/2017**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Technical Assistance**

591-1-1-.26 - Please ensure that you fluff and redistribute surface so that it keeps the black tarp covered on the main back playground. Also make sure to remove any pine cones from the play area. A small amount of pinecones was observed on front right playground and middle playground.

**Finding**

591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. It was determined based on observation that a tree on the main back playground had low limbs hanging. There were also broken limbs on the ground.

**POI (Plan of Improvement)**

To ensure the cleanliness, sanitation and safety of the playground, the center will cut the low limbs and remove any from the play area grounds.

**Correction Deadline: 3/20/2017**

<b>Food Service</b>
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**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen Appears Clean/Well Organized

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

Observed-Proper Diapering

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

**Comment**

Observed-Proper Hand Washing Throughout

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

**Comment**

Observed-Complete Documentation

<b>Safety</b>
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**591-1-1-.05 Animals** **N/A**

**Comment**

No Animals Kept

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

**Comment**

Observed-Positive Learning Environment

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

**Comment**

Observed-Complete Documentation

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**591-1-1-.36 Transportation(CR)** **Not Met**

**Comment**

Observed-Complete Documentation

**Comment**

Vehicle had fire extinguisher and first aid kit

**Finding**

591-1-1-.36(3)(a-c) requires the Director and each Staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on observation that the director did not have evidence of having completed transportation training.

**POI (Plan of Improvement)**

The center will ensure that the director, center staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 3/30/2017**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Comment**

Discussed-SIDS/Infant Sleeping Position

<b>Staff Records</b>
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**Records Reviewed: 9**

**Records with Missing/Incomplete Components: 2**

Staff # 7

Not Met

Date of Hire: 09/05/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 10/01/2005

"Missing/Incomplete Components"

.36(3)(a-c)-2 hrs. Transportation Training missing

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

**Met**

**Comment**

Criminal Records Check complete

**Correction Deadline: 11/15/2016**

**Corrected on 3/20/2017**

**.09(1)(a) - Previous citation corrected in that a satisfactory letter was observed.**

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

**Met**

**Comment**

Observed-Center/Vehicle Kits Complete

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

**Not Met**

**Comment**

591-1-1-.33(3)(a)-(b) - Please ensure that your newly hired staff complete their required first year training.

**Correction Deadline: 4/19/2017**

**Finding**

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on observation of staff files that one staff did not complete their 10 hours of annual training.

**POI (Plan of Improvement)**

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

**Correction Deadline: 4/19/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Not Met**

**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children except during early morning arrival and late afternoon departure times. It was determined based on observation that a three year old child was mixed with one and two year olds.

**POI (Plan of Improvement)**

The center will maintain separation of these children under three years old.

**Correction Deadline: 3/20/2017**

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

**Met**

**Comment**

Observed-Adequate Supervision