



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: 6/6/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:45 AM **Departure:** 3:50 PM

CCLC-37769

Kids Come First Early Learning Centers #2

297 Shannon Way Lawrenceville, GA 30044 Gwinnett County
 (800) 880-8849 info@kidscomefirstelc.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

Mailing Address
 Same

Compliance Zone Designation			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.
06/06/2017	Complaint Closure	Good Standing	
06/06/2017	Complaint Investigation & Monitoring Visit	Good Standing	
10/13/2016	Licensing Study	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
Main	A/1R	Infants and One Year Olds	1	3	C	13	C	NA	NA	Free Play
Main	B/2R	Two Year Olds	1	6	C	13	C	NA	NA	Free Play
Main	C/1L	Three Year Olds and Four Year Olds	1	10	C	13	C	18	C	Art
Main	D/2L	Two Year Olds	1	8	C	13	C	NA	NA	Circle Time
Main	E/Rear Lft		0	0	C	22	C	30	C	
Main	F/Rear Right	Five Year Olds and Six Year Olds and Over	1	24	NC	22	NC	30	C	Centers
Total Capacity @35 sq. ft.: 96					Total Capacity @25 sq. ft.: 117					
Total # Children this Date: 51					Total Capacity @25 sq. ft.: 117					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A/Left	26	C
Main	PG B/Right	74	C

Comments

Plan of Improvement: Developed This Date 06/06/2017

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. You are encouraged not to wait and to complete the process as soon as possible.



Sign up Today!

www.qualityrated.dec.ga.gov

Any Licensed Program Eligible to Participate

Free Approved Training

Free Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: QualityRated@dec.ga.gov or Call: 855-800-7747

O.C.G.A. Section 42.1.12(j)(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.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.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)

Crystal Hernandez, Program Official

Date

Dianne Clarke, 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: 6/6/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:45 AM **Departure:** 3:50 PM

CCLC-37769

Kids Come First Early Learning Centers #2

297 Shannon Way Lawrenceville, GA 30044 Gwinnett County
(800) 880-8849 info@kidscomefirstelc.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Mailing Address
Same

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

No Swimming Activities Provided

Children's Records

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 a review of records that one of three children's records reviewed were missing the complete work information for the parents to include the name and address of the employer and the work telephone number. Further it was determined that one child's records was not available to be reviewed.

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: 6/6/2017

Recited on 6/6/2017

Facility

591-1-1-.19 License Capacity(CR)**Not Met****Finding**

591-1-1-.19(1) requires the Center to provide 35 square feet of usable space per child. It was determined based on observation that the center cared for 24 children in a space that was licensed for 22 children.

POI (Plan of Improvement)

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

Correction Deadline: 6/6/2017

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined that unsafe storage of materials dangerous to children was observed as follows:

D/2L: Bug spray and hydrocortisone cream was observed to be in children's bags and were accessible.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the center will ensure that children's bags are checked and unsafe materials are not accessible to the children.

Correction Deadline: 6/6/2017

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

591-1-1-.26(7) requires that a resilient surface be provided and maintained beneath the fall zone of climbing and swinging equipment. It was determined based on consultant observation that there was inadequate resilient surface in the fall zones for the tall yellow slide on the front right playground in that the mulch measured three inches deep instead of the required six inches.

POI (Plan of Improvement)

Director stated that mulch is being added to the playgrounds this coming weekend. To ensure the adequacy of a protective surface beneath climbing and swinging equipment, the center will fluff and redistribute mulch and add additional mulch if needed. For equipment five feet high and over, including swings, six inches of resilient material is recommended and three inches of resilient material is recommended for equipment less than five feet high.

Correction Deadline: 6/13/2017

Recited on 6/6/2017

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 the two red poles was observed to have chipping paint on the right side playground on the toddler section.

POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the playground, the center will repaint the pole.

Correction Deadline: 6/13/2017

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Comment**

Staff Stated Proper Knowledge

Finding

591-1-1-.10(3)(a) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper change surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper surface was observed to be torn in the B/2R classroom

POI (Plan of Improvement)

The director responsible person(s) will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers.

Correction Deadline: 7/6/2017

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

Comment

Observed-Proper Hand Washing Throughout

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

Comment

The director stated that no medication is dispensed at the center.

Safety

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

Comment

Observed-Discussion/Redirection

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

Comment

Observed-Complete Documentation

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

Correction Deadline: 10/18/2016

Corrected on 6/6/2017

.36(4)(a) - The previous citation regarding the expired annual vehicle inspection for the van was observed to be corrected. The director stated that the van is not used to transport children any longer.

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that two children did not have evidence of transportation agreement forms on file and were being transported.

POI (Plan of Improvement)

The center will obtain the required written parental authorization.

Correction Deadline: 6/7/2017

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that seven children did not have their physician or emergency contact completed on their medical emergency forms and one child was missing their emergency form and were being transported.

POI (Plan of Improvement)

The center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 6/7/2017

Correction Deadline: 10/14/2016

Corrected on 6/6/2017

.36(7)(d)1. - The previous citation regarding the first check not conducted was observed to be corrected. The consultant observed completed documents during the week of May 15 and 22, 2017.

Sleeping & Resting Equipment

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

Met

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 1

Staff # 9

Not Met

Date of Hire: 08/03/2015

"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

Comment

There were two new staff hired since the last visit.

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

Met

Correction Deadline: 10/23/2016

Corrected on 6/6/2017

.14(3) - The previous citation regarding missing items in the first aid kit on the vehicle was observed to be corrected. The consultant observed the kit to have all items on the vehicle.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that there was a ratio of 1:24 in the F/Rear Right classroom.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 6/6/2017

Comment

Supervision Plan