



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: 8/22/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:25 PM **Departure:** 3:50 PM

CCLC-62

Song of the South

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

Regional Consultant

Ashley Cunningham
 Phone: (866) 374-9389
 Fax: (866) 375-0880
 Ashley.Cunningham@decal.ga.gov

Mailing Address

7940 Christian Court
 Jonesboro, GA 30236

| Compliance Zone Designation | | |
|------------------------------------|--|---------------|
| 08/22/2017 | Complaint Investigation & Monitoring Visit | Good Standing |
| 08/22/2017 | Complaint Closure | Good Standing |
| 03/20/2017 | 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 | |
|--------------------------------|-------------|---------------------------------|--------------------------------|----------|------|------------|--------------------------------|------------|--------------|---------------|--|
| Bldg 2 | Bldg 2 | | 0 | 0 | C | 15 | C | 20 | C | Not In Use | |
| Total Capacity @35 sq. ft.: 15 | | | Total Capacity @25 sq. ft.: 71 | | | | | | | | |
| Main | Back left | One Year Olds and Two Year Olds | 2 | 9 | C | 9 | C | NA | NA | Nap | |
| Main | Back Middle | Three Year Olds | 1 | 9 | C | 10 | C | NA | NA | Nap | |
| Main | Back Right | Infants and One Year Olds | 1 | 3 | C | 6 | C | NA | NA | Nap | |
| Main | Front | PreK | 2 | 18 | C | 20 | C | NA | NA | Transitioning | |
| 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: 39 | | | 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

Routine Transportation/Afterschool observed

A one day letter was left

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.



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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@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)

Linda Stanley, Program Official

Date

Ashley Cunningham, Consultant

Date



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Summary Report

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The following information is associated with a Monitoring Visit:

| |
|---------------------------------|
| Activities and Equipment |
|---------------------------------|

591-1-1-.03 Activities**Met**

Correction Deadline: 3/20/2017

Corrected on 8/22/2017

.03(2) - Previous citation corrected in that lesson plans were available for all classes on this date.

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

Observed-Variety Throughout Center

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**Met****Comment**

Observed-Records Complete/Well Organized

Comment

Parent Agreements Obtained/Completed

Correction Deadline: 3/20/2017

Corrected on 8/22/2017

.08(a)-(f) - Previous citation corrected.

| |
|-----------------|
| Facility |
|-----------------|

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

Comment

Observation-Clean and Well Maintained

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

Comment

Licensed Capacity Routinely Met

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

Comment

Observation-Center Clean/Well Maintained

Comment

Observation-No Hazards Accessible

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

Comment

Observation-Clean/Good Repair

Correction Deadline: 3/20/2017

Corrected on 8/22/2017

.26(8) - Previous citation corrected in that the limbs were removed from the ground and no longer hanging low.

Food Service

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

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Comment

Discussed Proper Hand Washing Throughout

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

Comment

Observed-Complete Documentation

Safety

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

Comment

Observed-Positive Learning Environment

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

Comment

Observed-Complete Documentation

Correction Deadline: 3/30/2017

Corrected on 8/22/2017

.36(3)(a-c) - Previous citation corrected.

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on observation that a check or other mark/symbol was not immediately document in writing as the child exited the vehicle.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 8/23/2017

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on observation that a signature was not immediately documented as the children exited the vehicle. The consultant observe staff to check that vehicle and go into the building with the children.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 8/23/2017

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on observation that a second check was not immediately done and signature documented as the children exited the vehicle. The consultant observed the staff to park the vehicle and the do the second check and sign.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 8/22/2017

Sleeping & Resting Equipment

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

Met

Comment

Discussed-SIDS/Infant Sleeping Position

Comment

Observed-Pleasant Naptime Environment

Staff Records

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

Not Met

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on observation of staff files that one staff was allowed to work and did not have a satisfactory records check determination on file. The center filled out all the proper paperwork but did not wait until a satisfactory letter was received before the staff started work.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 8/22/2017

Finding

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on observation of staff files that one staff had a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that was not within 12 months of their hire date.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

Correction Deadline: 8/22/2017

591-1-1-.33 Staff Training

Met

Correction Deadline: 4/19/2017

Corrected on 8/22/2017

.33(5) - Previous citation corrected in that staff is still with in their timeframe to obtain 10 hours for the year 2017.

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

Met

Comment

591-1-1-.31(13) - Center Staff is in compliance with law in that staff have not committed any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center.

Correction Deadline: 8/22/2017

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

Correction Deadline: 3/20/2017

Corrected on 8/22/2017
.32(4) - Previous citation corrected

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

Met

Comment

Observed-Adequate Supervision