



**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:** 2/19/2020    **VisitType:** Licensing Study    **Arrival:** 1:00 PM    **Departure:** 4:00 PM

**CCLC-11442**

**King Of Peace Episcopal Day School, Inc**

6230 Laurel Island Parkway Kingsland, GA 31548 Camden County  
 (912) 882-7067 kopeds@gmail.com

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
 Fax: (478) 314-9443  
 jerica.davis@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★ ★ ★

<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.
02/19/2020	Licensing Study	Good Standing	
07/10/2019	Monitoring Visit	Good Standing	
01/14/2019	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 - right	One Year Olds and Two Year Olds	3	10	C	16	C	NA	NA	Transitioning, Nap, Centers
Main	B - Left	Two Year Olds	2	17	C	18	C	NA	NA	Snack, Transitioning, Nap
Main	C -Back left	Three Year Olds and Four Year Olds	2	18	C	18	C	NA	NA	Centers, Nap, Transitioning
Main	D -Back right	Four Year Olds and Five Year Olds	3	17	C	19	C	NA	NA	Outside, Nap
Total Capacity @35 sq. ft.: 71						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 62			Total Capacity @35 sq. ft.: 71			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd-Main	25	C

**Comments**

The purpose of today's visit is to conduct a licensing study.

The center does not provide transportation, field trips, or swimming activities.

The center is currently participating in the Quality Rated program and has earned a rating of three stars.

Plan of Improvement: Developed This Date 02/19/2020

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/Regulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Gillian Butler, Program Official

Date

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Jerica Davis, Consultant

Date



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### Findings Report

**Date:** 2/19/2020 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 4:00 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

Please ensure center staff refrain from engaging in, or allowing children or other adults to engage in, activities that could be detrimental to a child's health or well-being, such as but not limited to, horse play, rough play, wrestling, and picking up a child in a manner that could cause injury.

**Correction Deadline: 2/19/2020**

**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

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

**Comment**

Records were observed to be complete and well organized.

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**Facility**

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

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

No hazards observed accessible to children on this date.

**Technical Assistance**

Please inspect the sheet rock and paint in classroom B in the playhouse for peeling paint and sheet rock. Please repair as needed.

**Correction Deadline: 2/19/2020**

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

**Comment**

Playground observed to be clean and in good repair.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Proper hand washing observed throughout the center.

**Comment**

Staff were observed to remind children to wash hands.

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

**Comment**

Documentation for medication dispensing observed complete.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Technical Assistance

#### Technical Assistance

Please ensure that the Center conducts drills for fire, tornado and other emergency situations. Fire drills must be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years.

**Correction Deadline: 2/24/2020**

## Safety

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

Met

#### Comment

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

### 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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

## Staff Records

**Records Reviewed: 12**

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

Staff # 1	Met
Date of Hire: 11/04/2019	
Staff # 2	Met
Date of Hire: 10/09/2017	
Staff # 3	Met
Date of Hire: 07/05/2004	
Staff # 4	Met
Date of Hire: 02/17/2010	
Staff # 5	Met
Date of Hire: 04/26/2018	
Staff # 6	Met
Date of Hire: 05/21/2018	

**Records Reviewed: 12**

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

Staff # 7 Date of Hire: 09/24/2016	Met
Staff # 8 Date of Hire: 07/24/2019	Met
Staff # 9 Date of Hire: 07/29/2014	Met
Staff # 10 Date of Hire: 01/04/2013	Met
Staff # 11 Date of Hire: 05/30/2017	Met
Staff # 12 Date of Hire: 07/25/2016	Met

**Staff Credentials Reviewed: 5**

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

**Comment**

Director provided six files for employees hired since the last visit.

**591-1-1-.14 First Aid & CPR Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that two staff members hired in June and August of 2019 did not have evidence of completing CPR and First Aid training within the first 90 days of employment as required.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. A CPR and First Aid class is scheduled in March of 2020 for the employees to complete their certification.

**Correction Deadline: 3/20/2020**

**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**

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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)**

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.