



**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:** 2/6/2018    **VisitType:** Licensing Study    **Arrival:** 2:20 PM    **Departure:** 4:10 PM

**CCLC-12999**

**Cumming First United Methodist Church**

770 Canton Highway Cumming, GA 30040 Forsyth County  
(770) 887-2900 children@cfumcga.com

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@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.  <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.
02/06/2018	Licensing Study	Good Standing	
08/29/2017	Monitoring Visit	Good Standing	
03/16/2017	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 Middle Room	Six Year Olds and Over	3	20	C	40	C	NA	NA	Snack,Centers
Main	B Room #307		0	0	C	18	C	NA	NA	Not In Use
Main	C #311	Five Year Olds and Six Year Olds and Over	2	14	C	22	C	NA	NA	Homework
Total Capacity @35 sq. ft.: 80						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 34			Total Capacity @35 sq. ft.: 80			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground (field)	100	C

**Comments**

The purpose of the visit is to conduct a licensing study.

Plan of Improvement: Developed This Date 02/06/2018

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalgoala.com">www.decalgoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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**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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.

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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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

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Anne Moncus, Program Official

Date

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LaQuita Clark, Consultant

Date



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### Findings Report

**Date:** 2/6/2018      **VisitType:** Licensing Study      **Arrival:** 2:20 PM      **Departure:** 4:10 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

A variety of activities were observed to be provided.

**Correction Deadline: 2/6/2018**

**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

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

**Comment**

Records were observed to be complete and well organized.

**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.

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

**Comment**

Discussed with administrative personnel to be watchful of the wooden steps rotting/welting on route to the outdoor play area. Also please ensure that mulch or other material is added at the bottom of the steps to prevent potential tripping hazard.

**Health and Hygiene**

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

**Comment**

The program does not have diapered children enrolled. This rule was not evaluated on this date.

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

**Comment**

Staff were observed to remind children to wash hands.

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

**Comment**

Medication has not been administered since the previous visit.

**Policies and Procedures**

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

**Comment**

Complete documentation of emergency drills was observed on file.

**Correction Deadline: 2/11/2018**

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

The vehicles had approved fire extinguishers and complete first aid kits on this date. School transportation was observed and staff followed appropriate transportation procedures.

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined, based on review of training, that two staff participating in transportation did not have current evidence of transportation training on file.

**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 once every two years.

**Correction Deadline: 2/16/2018**

**Sleeping & Resting Equipment**

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

**Comment**

The program does not have infants enrolled and does not provide a rest period. This rule was not evaluated on this date.

**Staff Records**

**Records Reviewed: 11**

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

Staff # 1	Met
Date of Hire: 08/03/2010	
Staff # 2	Met
Date of Hire: 08/03/2010	
Staff # 3	Met
Date of Hire: 12/15/2015	
Staff # 4	Met
Date of Hire: 09/20/2011	
Staff # 5	Met
Date of Hire: 03/08/2016	
Staff # 6	Met
Date of Hire: 08/03/2010	
Staff # 7	Not Met
Date of Hire: 01/15/2016	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 8	Met
Date of Hire: 08/03/2010	

**Records Reviewed: 11**

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

Staff # 9 Not Met  
Date of Hire: 08/04/2008  
"Missing/Incomplete Components"  
.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 10 Met  
Date of Hire: 11/17/2015

Staff # 11 Met  
Date of Hire: 01/15/2016

**Staff Credentials Reviewed: 11**

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

**Comment**  
Criminal records checks were observed to be complete.

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

**Comment**  
Please ensure that everyone renews their CPR/first aid as required.

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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**  
Complete documentation of lead teacher credentials was observed on file.

<b>Staffing and Supervision</b>
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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**  
Adequate supervision observed on this date.