



**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: 4/11/2019 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 1:55 PM

CCLC-26097

Loftin Learning Center

101 Sherrill Avenue Jackson, GA 30233 Butts County
(770) 504-0925 tinaloftin@bellsouth.net

Regional Consultant

Valarie Musselwhite

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Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation		
04/11/2019	Licensing Study	Good Standing
10/02/2018	POI Follow Up	Good Standing
08/29/2018	Complaint Closure	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
Main	A (1R) infants	Infants and One Year Olds	2	8	C	12	C	NA	NA	Nap, Floor Play
Main	B (2R) ones	One Year Olds	2	10	C	16	C	NA	NA	Lunch, Free Play
Main	C (3R) ones		0	0	C	17	C	NA	NA	
Main	D (4R) 4-12yrs		0	0	C	19	C	NA	NA	
Main	E (1L) twos	Two Year Olds	2	19	NC	18	NC	NA	NA	Story
Main	F (2L) twos	Three Year Olds	1	10	C	11	C	NA	NA	Centers
Main	G (3L) threes	Three Year Olds and Four Year Olds	1	14	C	16	C	NA	NA	TV
Main	H (4L) school-age	Four Year Olds and Five Year Olds	2	17	C	19	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 128

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 78

Total Capacity @35 sq. ft.: 128

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play A (2-12yrs)	54	C
Main	Play B (infant-one)	14	C

Comments

Consultant and director discussed infant safe sleep practices and lead teacher requirements.

Plan of Improvement: Developed This Date 04/11/2019

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/RulesAndRegulations.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.

- 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

Tina Loftin, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

Date: 4/11/2019 **VisitType:** Licensing Study

Arrival: 10:30 AM

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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

591-1-1-.03(13) - Please adjust daily schedules as needed.

Correction Deadline: 4/11/2019

Technical Assistance

591-1-1-.03(2) - Please ensure lesson plans are dated, current, and age appropriate.

Correction Deadline: 4/11/2019

Technical Assistance

591-1-1-.03(7) - Please ensure all classrooms engage in daily outdoor time. Consultant and director discussed "weather permitting".

Correction Deadline: 4/11/2019

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

591-1-1-.12(6) - Please ensure enough toys are placed on the shelving in Classroom B for children to have free choice during the Quality Rated transition.

Correction Deadline: 5/11/2019

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 1

Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
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)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on an observation that Classroom E housed 19 children when licensed for 18.

POI (Plan of Improvement)

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

Correction Deadline: 4/11/2019

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

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on an observation that the diaper changing station safety lock in Classroom A was broken and stored plastic bags and trash bags. It was further determined, that the diaper changing station safety lock in Classroom E was broken and stored plastic bags.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/11/2019

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

Met

Technical Assistance

591-1-1-.26(9) - Consultant and director discussed having Playground B checked for a bee hive. The consultant observed several bees swarming on Playground B.

Correction Deadline: 4/11/2019

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(2) - Please ensure infant feeding plans are followed for all children under the age of one and updated every 90 days.

Correction Deadline: 4/11/2019

Technical Assistance

591-1-1-.15(3) - Please ensure bottles are labeled with the current date.

Correction Deadline: 4/11/2019

591-1-1-.18 Kitchen Operations

Not Met

Finding

591-1-1-.18(6) requires that non-disposable dishes, glasses and silverware are properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried. It was determined based on an observation that sippy cups are reused for breakfast, lunch, and snack without properly washing and sanitizing.

POI (Plan of Improvement)

The Center will train Staff in the required dishwashing methods, will repair or replace any equipment that cannot meet the standards, and will routinely check equipment and monitor dishwashing.

Correction Deadline: 4/11/2019

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will 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. It was determined based on a review of records that the center did not document a fire drill conducted for the month of March 2019.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 4/30/2019

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

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

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Technical Assistance****Technical Assistance**

591-1-1-.36 - Please be mindful of fire extinguisher expiring soon.

Comment

Complete documentation of transportation observed.

Technical Assistance

591-1-1-.36(4)(b) - Please ensure duct tap on vehicle seats remains tight to ensure tape is not unraveling.

Correction Deadline: 4/12/2019

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Technical Assistance**

591-1-1-.30(1)(a)3 - Please dispose of crib sheets with holes.

Correction Deadline: 4/11/2019

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on an observation that seven of seven children in Classroom A were asleep in cribs while being covered with a blanket.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 4/11/2019

Finding

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on an observation that one infant was observed sleeping in a swing while covered with a blanket.

POI (Plan of Improvement)

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

Correction Deadline: 4/11/2019

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 12/17/2018	
Staff # 2	Not Met
Date of Hire: 07/05/2016	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 3	Met
Date of Hire: 03/18/2019	
Staff # 4	Met
Date of Hire: 02/22/2016	
Staff # 5	Not Met
Date of Hire: 01/07/2019	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 6	Met
Date of Hire: 01/10/2019	
Staff # 7	Met
Date of Hire: 02/27/2018	
Staff # 8	Met
Date of Hire: 10/29/2018	
Staff # 9	Met
Date of Hire: 06/03/2010	
Staff # 10	Met
Date of Hire: 08/04/2008	

Records Reviewed: 17

Records with Missing/Incomplete Components: 2

Staff # 11 Date of Hire: 09/15/2018	Met
Staff # 12 Date of Hire: 03/18/2019	Met
Staff # 13 Date of Hire: 01/14/2019	Met
Staff # 14 Date of Hire: 10/26/2011	Met
Staff # 15 Date of Hire: 10/22/2012	Met
Staff # 16 Date of Hire: 07/27/2015	Met
Staff # 17 Date of Hire: 08/04/2008	Met

Staff Credentials Reviewed: 17

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

Comment

Criminal record checks were observed to be complete.

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 one staff hired on July 5, 2016 did not have current First Aid and CPR training.

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.

Correction Deadline: 5/31/2019

591-1-1-.33 Staff Training **Not Met**

Comment

Documentation observed of required staff training for the annual year of 2018.

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one staff hired on January 7, 2019 did not obtain the required Health and Safety training.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 4/30/2019

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

Met

Correction Deadline: 10/31/2018

Corrected on 4/11/2019

.31(2)(b)2. - Correction of previous citation in that all classrooms have lead teachers in place with a completed credential or plans to obtain a credential within 24 months.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.