



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: 3/16/2018 **VisitType:** Complaint Closure from visit on 02/05/2018 **Arrival:** 2:40 PM **Departure:** 5:45 PM

CCLC-28413

Kids Time Learning Academy #2

1802 Hollywood Road Atlanta, GA 30318 Fulton County
 (404) 799-8984 zvlynwebb@yahoo.com

Regional Consultant

Colette Bolds

Phone: (770) 357-7068

Fax: (770) 357-7067

colette.bolds@decal.ga.gov

Mailing Address

Same

Quality Rated:

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.
03/16/2018	Complaint Closure	Good Standing	
02/05/2018	Complaint Investigation Follow Up	Good Standing	
10/10/2017	Licensing Study	Good Standing	

Comments

The purpose of this visit was to conduct a Complaint Investigation.

The findings were concluded on March 16, 2018. The findings were reviewed with the provider via telephone and a copy of the report was mailed.

Advisement of Potential for Repeated Rule Violations during Pending Investigations

This report shall serve as official notice of potential rule violations. These potential rule violations have been detailed in this report and discussed with you by the consultant. The department shall conduct a thorough investigation to determine if in fact the alleged rule violation(s) should or should not be substantiated. Please be aware that the investigation may take some time to be finalized to ensure fairness and accuracy. During this investigation period, any violations of an identical rule or rules will require the department to treat any and all substantiated rule violations identified in the investigation as repeated rule violation(s).

Further, from time to time the department discovers additional rule violations during the course of an investigation. If there are new rule violation(s), your consultant shall inform you of the violation(s) as soon as possible. However, as stated above, any violations of identical rule(s) will require the department to treat any and all additional rule violations identified in the investigation as repeated rule violations.

All rule violations found in relation to a complaint or incident investigation will be associated with the date the investigation was closed.

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.

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@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.

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)

I have read and understand the Rules and Regulations for Child Care Learning Centers, 591-1-1. I acknowledge that the items noted in this report have been discussed with me and I have agreed to a Plan of Improvement (POI) as indicated in this report. I understand that correction of these deficiencies, while required, will not necessarily prevent DECAL from taking adverse action against this facility. I understand that if I disagree with any of the deficiencies cited, I have the right to refute them on this report or any other form that I choose to send to Child Care Services.

Zevelyn Webb, Program Official

Date

Colette Bolds , Consultant

Date



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Summary Report

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The following information is associated with a Complaint Closure:

Safety

591-1-1-.36 Transportation(CR)

Not Met

Finding Associated with Complaint

591-1-1-.36(10) requires that a child never be left unattended in a vehicle. It was determined that on February 1, 2018, between 6:00 a.m. and 6:30 a.m., a group of seven children were left on the center's vehicle unattended, in the center's parking lot, for approximately two to five minutes.

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Correction Deadline: 2/1/2018

Finding Associated with Complaint

591-1-1-.36(7)(a) requires that each vehicle contains current information including: the full names of all children to be transported, each child's pick-up location, pick-up time, delivery location, alternate delivery location if a Parent is not at home and name of person authorized to receive each child. In addition, the vehicle shall contain current information identifying the Center's name, telephone number and the name of the driver of the vehicle. It was determined that on January 31, 2018 and February 1, 2018, the center failed to accurately document the correct time two children were loaded on the center's vehicle during a morning school route. Center staff also failed to document that these two children were unloaded at the center's other location and loaded on another vehicle of the centers to be transported to school. In addition, center staff failed to accurately document the correct time that a group of children were unloaded at the center's other location after participating in early home transportation. Lastly, the center failed to document the pick up location and time and delivery location and time for eight children who were participated in morning home transportation and were unloaded at the center.

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Correction Deadline: 2/5/2018

Finding Associated with Complaint

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 that on January 31, 2018 and February 1, 2018, between 6:00 a.m. and 6:30 a.m., two children were transported and the center failed to account for the unloading of the children once they arrived to the center and the loading of the two children when they were loaded on the vehicle to be transported to school.

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Correction Deadline: 2/5/2018

Finding Associated with Complaint

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 that on January 31, 2018 and February 1, 2018, between 6:00 a.m. and 6:30 a.m., two children were transported to the center's other location and staff persons failed to document that a first check was conducted when the children were unloaded off the vehicle.

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Correction Deadline: 2/5/2018

Finding Associated with Complaint

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 that on January 31, 2018 and February 1, 2018, between 6:00 a.m. and 6:30 a.m., two children were transported to the center's other location and staff persons failed to document that a second check was conducted when the children were unloaded off the vehicle.

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Correction Deadline: 2/5/2018

Staffing and Supervision

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

Not Met

Finding Associated with Complaint

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined that on February 1, 2018, between 6:00 a.m. and 6:30 a.m., a group of seven children were not properly supervised when they were left unattended on the center's vehicle for approximately two to five minutes.

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Correction Deadline: 2/1/2018