



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: 4/12/2018 **VisitType:** MV POI Follow Up **Arrival:** 12:45 PM **Departure:** 3:45 PM

CCLC-28413

Kids Time Learning Academy #2

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

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

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margarita.collier@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.
04/12/2018	MV POI Follow Up	Good Standing	
03/16/2018	Complaint Closure	Good Standing	
02/05/2018	Complaint Investigation Follow Up	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	Room Front Right	Two Year Olds	2	9	C	18	C	NA	NA	Nap
Main	Room Left	Three Year Olds and Four Year Olds	1	13	C	37	C	NA	NA	Nap
Main	Room Rear Right	Infants and One Year Olds	1	6	C	13	C	NA	NA	Nap,Feeding,Flo or Play,Free Play
Total Capacity @35 sq. ft.: 68						Total Capacity @25 sq. ft.: 106				
Rear Bldg	Room Left		0	0	C	19	C	26	C	Not In Use
Rear Bldg	Room Right		0	0	C	19	C	26	C	Not In Use
Total Capacity @35 sq. ft.: 38						Total Capacity @25 sq. ft.: 106				
Total # Children this Date: 28			Total Capacity @35 sq. ft.: 106			Total Capacity @25 sq. ft.: 106				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	101	C

Comments

The purpose of this visit was to conduct a monitoring visit/plan of improvement follow-up visit and to follow-up on the previous visit conducted on February 5, 2018.

Consultant discussed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check due date - October 1, 2018.

Plan of Improvement: Developed This Date 04/12/2018

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).



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@dec.al.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.al.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)



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.dec.al.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@dec.al.ga.gov

Zevelyn Webb, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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The following information is associated with a MV POI Follow Up:

Activities and Equipment

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.

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)

Not Met

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant's observation of the center the fire extinguisher located at the front right entrance of the center's kitchen was labeled "Recharge."

POI (Plan of Improvement)

The Center will ensure that the surrounding areas throughout the center is cleaned and make repairs where needed.

Correction Deadline: 4/12/2018

Recited on 4/12/2018

Technical Assistance

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk. Consultant also discussed monitoring the bushes located on the opposite side of the back right playground fence to ensure the bushes do not become accessible to the children receiving care.

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant's observation a gap was observed on the bottom of the front right fence measuring approximately 5 inches creating a potential entrapment hazard on this date.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 4/12/2018

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation of the center's playground less than three inches of resilient surface was observed around the fall zones of the blue swings located on the front right side of the playground. It was further determined based on consultant's observation less than three inches of resilient surface was observed around the fall zones of the red, green, yellow, and black sliding structure located on the back left side of the playground.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 4/22/2018

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant's observation of the center's playground area rotting wood was observed on the lower right side of the shed located on the back left side of the playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 4/12/2018

Food Service

Technical Assistance

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website: DECAL - <http://dec.al.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state 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**

Per director the center does not administer any medications at this time.

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

Age-appropriate discussion and/or redirection observed.

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

Correction Deadline: 2/1/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the bus driver to remain on the bus while the bus monitor checked off each child unloading the bus on the center's transportation forms. Consultant also observed the director to receive all children as they unloaded the bus and entered the center.

Correction Deadline: 2/5/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to have current information regarding school and home transportation routes conducted.

Correction Deadline: 2/5/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to document in writing with a check or other mark/symbol to account for each child listed on the passenger transportation checklist and each time a child enters and exits the vehicle.

Correction Deadline: 2/5/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to have complete documentation of the first check completed for all school and home transportation routes conducted.

Correction Deadline: 2/5/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to have complete documentation of the second check for all home and school transportation routes conducted.

Sleeping & Resting Equipment

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

Met

Correction Deadline: 2/5/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed the mats and cribs to be clean and in good repair on this date. Consultant discussed monitoring the cribs and mats for normal wear and tear with the director on this date.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 04/20/2016	
Staff # 2	Met
Date of Hire: 08/19/2016	
Staff # 3	Met
Date of Hire: 10/20/2005	
Staff # 4	Met
Date of Hire: 09/12/2016	
Staff # 5	Met
Date of Hire: 12/09/2008	
Staff # 6	Met
Date of Hire: 01/14/2000	

Staff Credentials Reviewed: 6

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

Met

Comment

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit was conducted on February 5, 2018.

Comment

Consultant reviewed six staff files on this date. Consultant observed six of six staff members to have evidence of a satisfactory determination letter on file.

591-1-1-.33 Staff Training

Technical Assistance

Technical Assistance

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

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

Not Met

Comment

Consultant observed all staff members to comply with all laws and regulation so on this date.

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on consultant's review of staff files one of three lead teachers did not have evidence of a current Child Development Associate on file. It was further determined based on consultant's review of staff files one of three lead teachers did not meet the minimum academic requirements required for a lead teacher. Per director, the center is currently in the process of enrolling all staff members in a Child Development Associate class.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 5/1/2018

Recited on 4/12/2018

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

Correction Deadline: 2/1/2018

Corrected on 4/12/2018

The previous citation was observed to be corrected on this date. Consultant observed all staff members to provide direct supervision and attention to the children's needs on this date.