



**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:** 9/13/2018    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 3:10 PM

**CCLC-2857**

**Bradford Square**

215 Bradford Square Fayetteville, GA 30215 Fayette County  
 (770) 461-6527 reachfa1@bellsouth.net

**Mailing Address**

155 Bradford Square - Suite D  
 Fayetteville, GA 30215

**Regional Consultant**

Glecia Carter

Phone: (470) 316-2591

Fax: (678) 436-5372

glecia.carter@decga.gov

**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.
09/13/2018	Licensing Study	Good Standing	
01/26/2018	Monitoring Visit	Good Standing	
09/20/2017	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
Bldg III	Large Motor Room		0	0	C	9	C	NA	NA	
Bldg III	Room A 1R	One Year Olds	2	8	C	11	C	NA	NA	Circle Time
Bldg III	Room B 2R	Two Year Olds	2	6	C	12	C	NA	NA	Circle Time
Bldg III	Room C Middle	Two Year Olds	2	6	C	12	C	NA	NA	Clean Up
Bldg III	Room D 1L	One Year Olds	2	7	C	12	C	NA	NA	Centers
Bldg III	Room E 2L	Infants	2	5	C	12	C	NA	NA	Floor Play
Bldg III	Room F Computer		0	0	C	14	C	NA	NA	
Total Capacity @35 sq. ft.: 82			Total Capacity @25 sq. ft.: 0							
Bldg. II	Room A	Two Year Olds	2	6	C	12	C	NA	NA	Outside
Bldg. II	Room B	Two Year Olds	2	8	C	11	C	NA	NA	Circle Time
Bldg. II	Room C	Two Year Olds	2	8	C	12	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 35			Total Capacity @25 sq. ft.: 0							
Main	Room A - GA Pre-K	PreK	2	20	C	19	NC	NA	NA	Circle Time
Main	Room B - 3 to 5 yr olds	Three Year Olds	2	16	C	19	C	NA	NA	Transitioning
Main	Room C - 3-5 yrs	Three Year Olds and Four Year Olds	2	17	C	17	C	NA	NA	Outside, Transitioning
Main	Room D - 3-5 yrs	Three Year Olds	2	17	C	19	C	NA	NA	Transitioning, Outside
Main	Room E - 3-5 yrs	PreK	2	18	C	19	C	NA	NA	Centers

Main	Room F - 3-5 yr olds	Three Year Olds	2	16	C	17	C	NA	NA	Centers
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Total Capacity @35 sq. ft.: 110

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 158

Total Capacity @35 sq. ft.: 227

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Bldg III	Bldg III Playground	54	C
Bldg. II	Early	147	C
Main	Playground	146	C

### Comments

Plan of Improvement: Developed This Date 09/13/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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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Ashley Mitchell, Program Official

Date

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Glecia Carter, Consultant

Date



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### Findings Report

**Date:** 9/13/2018 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 3:10 PM

#### CCLC-2857

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Met

#### Comment

Observed the Center to provide a daily planned program of varied and developmentally appropriate indoor and outdoor activities.

**Correction Deadline:** 9/13/2018

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

Met

#### Comment

A variety of equipment and toys were observed throughout the center.

#### Comment

Discussed rotating toys to support the procedures of daily disinfecting.

#### 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**

Parent authorizations obtained/completed.

**Facility****591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

Discussed maintenance of the bathroom flooring in the Boys Bathroom in the Main Building. Also, discussed bathroom procedures relating to children waiting to utilize facilities while in the hallway.

**Correction Deadline: 10/13/2018****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****Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**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 observation that there was a computer monitor with cracked and chipped glass on the screen in Pre- K, Room E, in the Main Building.

**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: 9/13/2018****591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 2/9/2018****Corrected on 9/13/2018**

Observed the previous citation was corrected. Discussed maintenance of the outdoor play area due to inclement weather conditions and discussed redistributing mulch.

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

Center menu meets USDA guidelines.

**591-1-1-.18 Kitchen Operations****Not Met****Finding**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the freezer temperature did not maintain zero (0) degrees Fahrenheit or below in Building III.

**POI (Plan of Improvement)**

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

**Correction Deadline: 9/13/2018**

**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)****Technical Assistance****Technical Assistance**

Discussed proper medication documentation and procedures.

**Policies and Procedures****591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

**Safety****591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

**Comment**

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

**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

**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**

Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 39

Records with Missing/Incomplete Components: 4

Staff # 1 Date of Hire: 08/21/2007	Met
Staff # 2 Date of Hire: 09/03/2013	Met
Staff # 3 Date of Hire: 08/15/2005	Met
Staff # 4 Date of Hire: 04/02/2018 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 5 Date of Hire: 12/04/2017	Met
Staff # 6 Date of Hire: 09/20/2016 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 7 Date of Hire: 07/30/2018	Met
Staff # 8 Date of Hire: 03/07/2016	Met
Staff # 9 Date of Hire: 05/31/2012	Met
Staff # 10 Date of Hire: 10/23/1996	Met
Staff # 11 Date of Hire: 08/17/2015	Met
Staff # 12 Date of Hire: 08/21/1995	Met
Staff # 13 Date of Hire: 04/06/2015	Met

Staff # 14	Not Met
Date of Hire: 05/22/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 15	Met
Date of Hire: 04/02/2018	
Staff # 16	Met
Date of Hire: 10/10/2005	
Staff # 17	Met
Date of Hire: 10/17/2005	
Staff # 18	Met
Date of Hire: 08/30/2010	
Staff # 19	Met
Date of Hire: 08/01/2011	
Staff # 20	Met
Date of Hire: 12/05/2016	
Staff # 21	Met
Date of Hire: 10/13/2014	
Staff # 22	Met
Date of Hire: 08/31/2005	
Staff # 23	Met
Date of Hire: 07/25/2016	
Staff # 24	Met
Date of Hire: 08/19/2015	
Staff # 25	Met
Date of Hire: 08/05/2005	
Staff # 26	Met
Date of Hire: 02/03/2017	
Staff # 27	Met
Date of Hire: 08/09/2002	
Staff # 28	Met

**Records Reviewed: 39****Records with Missing/Incomplete Components: 4**

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Date of Hire: 03/04/2015

Staff # 29

Met

Date of Hire: 07/25/2011

Staff # 30

Met

Date of Hire: 07/24/2017

Staff # 31

Met

Date of Hire: 08/20/2007

Staff # 32

Met

Date of Hire: 04/01/2010

Staff # 33

Not Met

Date of Hire: 08/15/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 34

Met

Date of Hire: 09/07/2012

Staff # 35

Met

Date of Hire: 07/29/2013

Staff # 36

Met

Date of Hire: 11/14/2017

Staff # 37

Met

Date of Hire: 07/29/2013

Staff # 38

Met

Date of Hire: 08/27/2012

Staff # 39

Met

Date of Hire: 08/14/2009

**Staff Credentials Reviewed: 39**

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**591-1-1-.09 Criminal Records Check(CR)****Not Met**

**Finding**

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on a review of records that one staff member did not have a satisfactory determination letter ported within the preceding 12 months from the hire date.

**POI (Plan of Improvement)**

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed.

**Correction Deadline: 9/13/2018**

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

Complete first aid kits observed in center.

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**591-1-1-.33 Staff Training****Not Met****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 the center had three staff hired more than ninety days without documentation of 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: 10/1/2018**

**Recited on 9/13/2018**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<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**

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