



**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:** 11/15/2018 **VisitType:** Monitoring Visit

**Arrival:** 2:25 PM

**Departure:** 3:40 PM

**CCLC-3035**

**First Steps Learning Center**

61 Grizzle Street Royston, GA 30662 Franklin County  
(706) 245-7170 d\_Pulliam@bellsouth.net

**Regional Consultant**

Stephen Knighton

Phone: (770) 342-7943

Fax: (678) 891-5990

coty.cummings@dec.al.gov

**Mailing Address**

P.O. Box 615  
Royston, GA 30662

**Quality Rated:** ★ ★ ★

<b>Compliance Zone Designation</b>		
11/15/2018	Monitoring Visit	Good Standing
04/24/2018	Licensing Study	Good Standing
11/21/2017	Monitoring Visit	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-1L	Infants and One Year Olds	1	6	C	18	C	NA	NA	Floor Play
Main	B-1R	Two Year Olds and Three Year Olds	1	8	C	20	C	NA	NA	Free Play
Main	C-back	Three Year Olds and Four Year Olds and Five Year Olds	1	10	C	24	C	34	C	Centers
Total Capacity @35 sq. ft.: 62						Total Capacity @25 sq. ft.: 72				
Total # Children this Date: 24			Total Capacity @35 sq. ft.: 62			Total Capacity @25 sq. ft.: 72				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground-back	119	C
Main	Playground-right side	31	C

**Comments**

Plan of Improvement: Developed This Date 11/15/2018

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/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](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)

Patricia Pulliam, Program Official

Date

Stephen Knighton, Consultant

Date



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### Findings Report

**Date:** 11/15/2018 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

### 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)**

**Met**

**Comment**

Center appears clean and well maintained.

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

**Not Met**

**Finding**

591-1-1-.26(7) requires that climbing and swinging equipment be anchored. It was determined based on consultant's observation that one of the yellow handles on the wooden climbing structure was detached and hanging creating a potential safety concern for children in care.

**POI (Plan of Improvement)**

The Center will remove or repair equipment that is not anchored and will regularly inspect the equipment to ensure it remains anchored.

**Correction Deadline: 11/25/2018**

**Correction Deadline: 5/9/2018**

Corrected on 11/15/2018

.26(8) - Consultant observed previous citation to be corrected in that there was a minimum of six inches of resilient service measured on the outdoor play area.

## 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**

Staff were observed to remind children to wash hands.

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

Met

**Comment**

Discussed proper medication documentation and procedures.

## Safety

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

Met

**Comment**

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

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**

Discussed SIDS and infant sleeping position.

## Staff Records

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 05/07/2018	
Staff # 2	Met
Date of Hire: 03/09/2002	
Staff # 3	Met
Date of Hire: 10/08/2018	
Staff # 4	Met
Date of Hire: 06/08/2014	
Staff # 5	Met

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 0**

Date of Hire: 08/13/2001

Staff # 6

Met

Date of Hire: 08/15/2016

**Staff Credentials Reviewed: 6**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 2 file(s) for employees hired since last visit.

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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**

Adequate supervision observed on this date.