



**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:** 9/17/2019    **VisitType:** Licensing Study    **Arrival:** 9:05 AM    **Departure:** 4:50 PM

**CCLC-35252**

**Childcare Network #209**

2985 Xavier Ray Court Snellville, GA 30039 Gwinnett County  
 (770) 972-7774 cni209@childcarenetwork.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**Mailing Address**

Same

**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.
09/17/2019	Licensing Study	Good Standing	
05/07/2019	Complaint Investigation Follow Up	Good Standing	
05/07/2019	Complaint Closure	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	A 1st Left		0	0	C	10	C	NA	NA		
Main	B 1st Right	Infants and One Year Olds	1	6	C	16	C	NA	NA	Floor Play,Breakfast, Nap	
Main	C 3rd Left		0	0	C	20	C	NA	NA		
Main	D 4th Left	PreK	2	22	C	25	C	NA	NA	Circle Time	
Main	E 5th Left	PreK	2	17	C	25	C	NA	NA	Centers	
Main	F 2nd Left	One Year Olds	2	5	C	11	C	NA	NA	Free Play	
Main	G 2nd Right	Two Year Olds	1	9	C	23	C	NA	NA	Free Play	
Main	H 3rd Right	Three Year Olds	1	12	C	16	C	NA	NA	Centers	
Main	I 4th Right	PreK	2	19	C	21	C	NA	NA	Centers	
Main	J 5th Right	PreK	2	18	C	25	C	NA	NA	Outside,Transitioning	
Main	K 6th Right		0	0	C	25	C	NA	NA		
Total Capacity @35 sq. ft.: 217						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 108						Total Capacity @35 sq. ft.: 217					Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A front Left	23	C
Main	B Front Right	21	C
Main	C 2nd Right	124	C

Main	D Rear	41	C
Main	D2 Basketball	10	C

**Comments**

Please be sure to review the rules and regulations for updates.

Reminder: please ensure to electronically port any individual present at the facility.

New Staff having to complete out of state results, please ensure to follow up until a comprehensive background check is received.

Plan of Improvement: To Be Submitted 10/01/2019

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.al.ga.gov/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.al.ga.gov](mailto: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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Dawn Washington, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 9/17/2019 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 4:50 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

Met

Correction Deadline: 5/7/2019

Corrected on 9/17/2019

.12(1) - The previous citation was observed to be corrected in that a child was observed to be strapped in during the visit while being fed in a chair.

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

Met

**Comment**

Pool not in use at this time, gates observed locked.

### Children's Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 2**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing,.08(1)-Parent Names, Work Numbers

Child # 4

Met

Child # 5

Met

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that two of five children's information was not complete in their enrollment file. One child was missing the emergency contact address and mother's work address and the other was missing the father's work address.

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**Correction Deadline: 9/17/2019**

**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(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 a toilet brush was observed in a bathroom which staff stated is used by the children in the J 5th Right classroom. Two plungers were also observed under the handwashing sink in the classroom.

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**Correction Deadline: 9/17/2019**

**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 observation that the gutter was observed to be detached at the top of the building on playground D Rear.

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**Correction Deadline: 9/27/2019**

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

**Not Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

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**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 observation that hazards were observed on the playground:

A Front Left: An area near the classroom doorway path was observed to not be flushed and posed a tripping hazard.

C 2nd Right: 2 areas along the classroom doorway path were observed to not be flushed and posed a tripping hazard. There was also concrete exposed in these areas.

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**Correction Deadline: 9/17/2019**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition**

**Not Met**

**Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that one child's bottle in the B 1st Right classroom was not labeled with the individual child's name.

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**Correction Deadline: 9/17/2019**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**  
Proper diapering procedures observed.

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

**Comment**  
Proper hand washing observed throughout the center.

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

**Comment**  
The Provider currently does not dispense/administer medication.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)** **Met**

**Comment**  
Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)** **Not Met**

**Finding**  
591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that the fire extinguisher on the vehicle tag number PQP 4843 and PQP 4842 were observed to have last been serviced on August 2018.

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**Correction Deadline: 9/27/2019**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Met**

**Comment**  
Pleasant naptime environment observed.

<b>Staff Records</b>
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**Records Reviewed: 8**

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

Staff # 1 Date of Hire: 01/24/2007	Met
Staff # 2 Date of Hire: 08/01/2016	Met
Staff # 3 Date of Hire: 02/16/2018	Met
Staff # 4 Date of Hire: 03/04/2019	Met
Staff # 5 Date of Hire: 04/01/2019	Met
Staff # 6 Date of Hire: 09/15/2016	Met
Staff # 7	Met
Staff # 8 Date of Hire: 08/21/2014	Met

**Staff Credentials Reviewed: 4**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that a staff hired on August 28, 2019 did not have their comprehensive background check letter on file. The staff was waiting on their out of state results.

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**Correction Deadline: 9/17/2019**

**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 two staff did not have current evidence of CPR and First Aid training. One staff certificate expired and the other completed the course online.

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**Correction Deadline: 10/17/2019**

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**591-1-1-.33 Staff Training**

**Not Met**

**Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. 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. It was determined based on a review of records that one staff did not have evidence of two clock hours in identifying, reporting and meeting the needs of abused, neglected or deprived children.

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**Correction Deadline: 10/17/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

**Met**

**Correction Deadline: 5/7/2019**

**Corrected on 9/17/2019**

**.32(1) - The previous citation was observed to be corrected in that the appropriate ratio was observed throughout the center.**

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

**Met**

**Comment**

Adequate supervision observed on this date.