



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: 3/12/2018 **VisitType:** Licensing Study **Arrival:** 11:45 AM **Departure:** 2:45 PM

CCLC-35651

Tender Years Learning Center #5

150 Lake Terrace Macon, GA 31204 Bibb County
 (478) 474-2684 tylc5@tylcorp.com

Regional Consultant

Sondra Paster

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Mailing Address

3440 Oakcliff Road Suite# 112
 ATLANTA, GA 30340

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.
03/12/2018	Licensing Study	Good Standing	
10/26/2017	Monitoring Visit	Good Standing	
03/21/2017	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
Main	1L (infants)	Infants and One Year Olds	1	5	C	8	C	NA	NA	Feeding,Nap
Main	1R (school-age)	PreK	2	17	C	28	C	NA	NA	Transitioning,Snack,Circle Time,Nap
Main	2L (1-2 years)	One Year Olds and Two Year Olds	1	6	C	13	C	NA	NA	Snack,Nap,Transitioning
Main	2R (3 years)	Two Year Olds and Three Year Olds and Four Year Olds	1	10	C	17	C	NA	NA	Lunch,Snack,Transitioning
Main	3L (Pre-K)		0	0	C	24	C	NA	NA	
Total Capacity @35 sq. ft.: 90						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 38			Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 03/12/2018

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

Aundrea Sanders, Program Official

Date

Sondra Paster, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Updated lesson plans observed throughout the center on this date.

Correction Deadline: 3/12/2018

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

Met

Comment

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

Comment

The consultant observed no hazardous equipment on this date.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

591-1-1-.08 Children's Records

Not 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 observation that two of five children records reviewed were observed to be missing release persons addresses.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 3/12/2018

Evening Care

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

N/A

Comment

No evening care hours provided

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Not Met

Finding

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on observation that an unlocked closet in the Pre-K classroom was observed to have cleaning supplies accessible on this date. The consultant further observed small air freshener sprayer on the top of a desk which was accessible to children on this date.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the center will ensure all hazards are stored inaccessible to children.

Correction Deadline: 3/12/2018

Recited on 3/12/2018

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on observation that one closet in the Pre-K classroom were observed to be unlocked on this date.

POI (Plan of Improvement)

The Center will routinely check that doors to unapproved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 3/12/2018

Recited on 3/12/2018

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

Not Met

Correction Deadline: 11/5/2017

Corrected on 3/12/2018

The consultant observed the slides to be repaired on this date.

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 observation that three inches of resilient surface was observed for the school-age swings on the left side outdoor play area when six inches were required. The consultant further observed three inches of resilient surface for the jungle gym and swings on the right side outdoor play areas when six inches were required.

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: 3/22/2018

Correction Deadline: 10/26/2017

Corrected on 3/12/2018

.26(9) - The consultant observed no hazards on this date.

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines as the consultant observed chicken nuggets, carrots, pineapples, macaroni and cheese and milk being served for lunch on this date.

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen observed clean and well organized.

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

The director stated that no medication had been given since the consultant's last visit on October 26, 2017.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Not Met

Finding

591-1-1-.21(2) requires the Center to have written documentation signed by the Parents in each child's file that the Director or designee has: provided to the Parent(s) a copy of the Center's policies and procedures required by this rule; advised the Parent(s) of the safe sleep practices followed by the Center; advised the Parent(s) of the child's progress, issues relating to the child's care and individual practices concerning the child's special needs; and encouraged participation by Parent(s) in Center activities. It was determined based on observation that one infant enrolled was observed to be without a signed sleep form on this date.

POI (Plan of Improvement)

The Center will complete each of these actions as part of the enrollment process and will train anyone designated to enroll children to follow these procedures.

Correction Deadline: 3/17/2018

Safety

591-1-1-.05 Animals

N/A

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)**N/A****Comment**

Center does not participate in field trips at this time.

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

Bus inspection completed on March 30, 2017 for Bus 0410.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that four of six cribs were observed to have sheets that were not tight fitting. The consultant observed cribs to be in use on this date.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 3/12/2018

Staff Records

Records Reviewed: 9**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 03/15/2017

Staff # 2

Not Met

Date of Hire: 11/13/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 3

Met

Date of Hire: 02/05/2018

Staff # 4

Met

Date of Hire: 10/17/2017

Staff # 5

Met

Records Reviewed: 9**Records with Missing/Incomplete Components: 2**

Date of Hire: 03/06/2018

Staff # 6

Met

Date of Hire: 11/10/2016

Staff # 7

Not Met

"Missing/Incomplete Components"

.33(4)-1st Yr. Training 4 Hrs. Missing,.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing

Staff # 8

Met

Date of Hire: 03/26/2018

Staff # 9

Met

Date of Hire: 10/20/2017

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records Check(CR)****Technical Assistance****Comment**

Criminal records checks were observed to be complete.

Comment

Director provided eight files for employees hired since last visit on October 26, 2017.

Technical Assistance

The director was informed that a fingerprint background determination for any staff that had fingerprints completed before January 1, 2014 must obtain an updated fingerprint determination by October 1, 2018. The director was further informed that all staff must have a comprehensive background check determination on file no later than October 1, 2018.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

Documentation observed of required staff training.

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

Staff observed to meet applicable laws and regulations on this date.

Staffing and Supervision**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Not Met****Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that two two-year-olds were observed to be housed with five three-year-olds and two four-year-olds in the second right classroom.

POI (Plan of Improvement)

The Center will maintain separation of these children under three years old.

Correction Deadline: 3/12/2018

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

Met

Comment

Adequate supervision observed on this date.