



**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:** 8/25/2021    **VisitType:** Licensing Study    **Arrival:** 2:00 PM    **Departure:** 3:00 PM

**CCLC-36541**

**Allison's Learning Center**

314 Happiness Drive Swainsboro, GA 30401 Emanuel County  
 (478) 237-0085 allisonlearningcenter\_09@yahoo.com

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@decal.ga.gov

**Mailing Address**

208 McKenzie Drive  
 Swainsboro, GA 30401

**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.
08/25/2021	Licensing Study	Good Standing	
02/17/2021	Monitoring Visit	Good Standing	
07/21/2020	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	
One	A	Infants and One Year Olds	2	5	C	10	C	NA	NA	Nap, Diapering, Floor Play	
One	B		0	0	C	9	C	NA	NA		
One	C	One Year Olds	1	7	C	17	C	NA	NA	Outside	
One	D	Two Year Olds	2	16	C	16	C	NA	NA	Outside	
Total Capacity @35 sq. ft.:			52		Total Capacity @25 sq. ft.:		0				
Two	E(right)	Three Year Olds and Four Year Olds	2	17	C	27	C	NA	NA	Art	
Two	F(left)	Six Year Olds and Over	1	8	C	21	C	NA	NA	Homework	
Total Capacity @35 sq. ft.:			47		Total Capacity @25 sq. ft.:		0		Building @35 capacity limited by Fire Marshall Limitations		
Total # Children this Date:			53		Total Capacity @35 sq. ft.:		99		Total Capacity @25 sq. ft.:		0

Building	Playground	Playground Occupancy	Playground Compliance
One	Playground A	27	C
One	Playground B	11	C
Two	Playground C	21	C

**Comments**

An Administrative Review was conducted on August 25, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 2, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

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/Regulations.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.

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#### 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.

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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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Lori Wheeler, Program Official

Date

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Laura Johnson, 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-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center during a virtual visit on September 2, 2021.

**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	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities	
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities	
Child # 4	Met
Child # 5	Met

**Technical Assistance**

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.

The consultant spoke with the Director about ensuring that parents complete a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program for all child enrollment applications.

**Correction Deadline: 8/25/2021**

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<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

All bathrooms were observed to be clean and well maintained during a virtual walk through on September 2, 2021.

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be met in all classrooms during a virtual visit on September 2, 2021.

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

The center appeared clean and well maintained during a virtual visit on September 2, 2021. No hazards were observed accessible to the children in care during a virtual visit on September 2, 2021.

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The grass and equipment on the playground appeared to be well maintained. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care during a virtual visit on September 2, 2021.

**Technical Assistance**

591-1-1-.26(8) - During a virtual visit on September 2, 2021, the resilient surfacing was observed compact and needed to be moved under swinging equipment. The Director stated that it was due to all the recent rain in the area and that a new load of resilient surfacing was due to be delivered to the center on September 7, 2021.

**Correction Deadline: 9/4/2021**

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<b>Food Service</b>
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**591-1-1-.18 Kitchen Operations****Met****Comment**

The kitchen appeared clean and well organized during a virtual visit on September 2, 2021.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through. Procedures and sanitation regarding proper diapering were discussed with the Director on September 2, 2021.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing was not directly observed during the virtual walk through. Hand washing supplies were observed, and hand washing practices were discussed with the Director on September 2, 2021. Hand washing after diapering was observed in the infant room during the virtual visit on this date.

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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<b>Safety</b>
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**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on September 2, 2021. Regulations regarding proper discipline were discussed with the Director on this date.

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**591-1-1-.13 Field Trips(CR)****N/A****Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Tight fitting sheets, SIDS, and infant sleeping position were discussed with the Director during a virtual visit on September 2, 2021. Appropriate infant safe sleep was observed during the walk through of the infant room on this date.

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<b>Staff Records</b>
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**Records Reviewed: 10****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 09/28/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 06/28/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 07/26/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 08/30/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 5	Met
Date of Hire: 02/08/2021	
Staff # 6	Met
Date of Hire: 11/09/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Staff # 8	Met
Date of Hire: 06/14/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 05/06/2021	
Staff # 10	Met
Date of Hire: 07/16/2009	

**Staff Credentials Reviewed: 7**


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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**

The Director provided eight files for employees hired since the last visit.

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

**Comment**

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

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

**Comment**

Documentation observed of required staff training.

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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**

Appropriate staff:child ratios were observed in all classrooms during a virtual visit on September 2, 2021.

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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 during a virtual visit on September 2, 2021.