



**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: 8/22/2017 **VisitType:** Monitoring Visit **Arrival:** 12:50 PM **Departure:** 4:30 PM

CCLC-38999

Bells Ferry Learning Center

3639 Canton Road Marietta, GA 30066 Cobb County
(770) 635-7720 sharon@bellsferrylc.com

Regional Consultant

Patty Malone

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coty.cummings@decals.ga.gov

Mailing Address

Same

Compliance Zone Designation		
08/22/2017	Monitoring Visit	Good Standing
06/21/2017	Complaint Closure	Good Standing
06/21/2017	Complaint Investigation Follow Up	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- 1R	One Year Olds	1	4	C	15	C	NA	NA	Nap
Main	B-2R	Infants	1	5	C	11	C	NA	NA	Nap, Floor Play
Main	C- 3R	Two Year Olds	1	6	C	15	C	NA	NA	Nap
Main	D- 2L	Three Year Olds and Four Year Olds	1	12	C	15	C	NA	NA	Nap
Main	E- 1L		0	0	C	15	C	NA	NA	
Main	F- Middle		0	0	C	27	C	NA	NA	
Total Capacity @35 sq. ft.: 98						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 27			Total Capacity @35 sq. ft.: 98			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infant/toddler	27	C
Main	B- Preschool-School age	194	C

Comments

Plan of Improvement: Developed This Date 08/22/2017

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.



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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@decga.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://decga.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)

Taylor Waldrip, Program Official

Date

Patty Malone, Consultant

Date



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Findings Report

Date: 8/22/2017 **VisitType:** Monitoring Visit **Arrival:** 12:50 PM **Departure:** 4:30 PM

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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

No hazardous equipment was observed on this date.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment

No Swimming Activities Provided

Facility

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

Comment

Licensed Capacity Routinely Met

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 staff member's purse was stored on a low counter near the hand washing sink in classroom A, within reach of children in care.

POI (Plan of Improvement)

The staff member moved the purse on site to a location out of reach of children in care.

Correction Deadline: 8/22/2017

591-1-1-.26 Playgrounds(CR) **Not Met**

Technical Assistance

591-1-1-.26 - The consultant discussed the maintenance of the water hose and the pecans on playground B.

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 the resilient surface under two swings on the wooden slide/ swing structure measured between one and three inches on this date when six inches was 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: 9/1/2017

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)	Met
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Comment

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

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

The director stated that the center has not administered any medications since the last visit.

Safety

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

Observed-Discussion/Redirection

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

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that the center had four seats with tears on the large yellow center bus.

POI (Plan of Improvement)

The center will cover the tears or will install the seat covers already on site at the center.

Correction Deadline: 8/23/2017

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	Met
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Comment

Infant safety cribs were observed to be compliant on this date.

Staff Records

Staff # 1 Date of Hire: 09/05/2017	Met
Staff # 2 Date of Hire: 06/03/2016	Met
Staff # 3 Date of Hire: 05/22/2017 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 4 Date of Hire: 11/23/2016 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 5 Date of Hire: 05/25/2017	Met
Staff # 6 Date of Hire: 06/08/2017	Met
Staff # 7 Date of Hire: 08/03/2017	Met
Staff # 8 Date of Hire: 07/11/2016 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 9 Date of Hire: 03/28/2016	Met
Staff # 10 Date of Hire: 08/15/2016	Met
Staff # 11 Date of Hire: 11/03/2017	Met
Staff # 12 Date of Hire: 07/10/2017 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met

591-1-1-.09 Criminal Records Check(CR)

Not Met

Comment

The consultant reviewed thirteen staff files. A 1-day letter was left at the center on this date.

Correction Deadline: 8/22/2017

Corrected on 8/22/2017

.09(1)(c) - This citation was observed to be corrected on this date.

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 the center had one employee hired on July 10, 2017, with a satisfactory fingerprint determination letter dated more than twelve months prior to the hire date.

POI (Plan of Improvement)

The center will not allow the employee to return to the center while children are present until a satisfactory fingerprint determination letter is received from the department that is dated less than twelve months prior to the hire date. The consultant discussed the proper criminal record check requirements with the director.

Correction Deadline: 8/22/2017

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 90 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: 9/21/2017

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

Met

Comment

Requirements were met on this date.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision