



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: 8/23/2018 VisitType: Licensing Study

Arrival: 11:20 AM

Departure: 1:30 PM

CCLC-39324

First Step Learning Academy, Inc.

750 Haskell Ward Drive Griffin, GA 30223 Spalding County
(678) 572-4440 Firststeplearningacademy@yahoo.com

Regional Consultant

Ashley Cunningham

Phone: (866) 374-9389

Fax: (866) 375-0880

Ashley.Cunningham@dec.al.ga.gov

Mailing Address

Same

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. |
|-----------------------------|------------------|---------------|--|
| 08/23/2018 | Licensing Study | Good Standing | |
| 03/28/2018 | Monitoring Visit | Good Standing | |
| 08/28/2017 | 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 | A Main | Two Year Olds and Three Year Olds | 2 | 4 | C | 18 | C | NA | NA | Lunch |
| Total Capacity @35 sq. ft.: 18 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Total # Children this Date: 4 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Playground | 55 | C |

Comments

This was a joint visit with Toni Williams

Plan of Improvement: Developed This Date 08/23/2018

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(ii)(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

Christina Artis, Program Official

Date

Ashley Cunningham, Consultant

Date



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Findings Report

Date: 8/23/2018 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.03(6) - Previous citation corrected in that the center does not care for infants anymore.

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

Met

Comment

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

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.12(2) - Previous citation corrected in that the center does not care for infants at this time.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 0

Child # 1

Met

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

Technical Assistance

Comment

Five records were observed to be complete and well organized.

Technical Assistance

591-1-1-.08(6) - Please ensure that parent are signing in and out daily.

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.19(1) - Previous citation corrected in that the center currently has for children enrolled.

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

Technical Assistance

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Technical Assistance

591-1-1-.25(13) - Please ensure that children backpacks are checked daily. The consultant observed Gold Bond Baby Powder, Boudreaux Butt Paste, and Hydrocortisone Ointment in one bag.

Correction Deadline: 8/23/2018

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.25(15) - Previous citation corrected in that the shed was locked.

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.25(17) - Previous citation corrected in that there were no vines, ivy growing through the fence.

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.25(3) - Previous citation corrected in that the infant area is closed off and all baseboards were attached.

Technical Assistance

591-1-1-.25(3) - Please ensure that you secure the white bookshelves better on the back right wall. The consultant was able to easily pull at the shelves.

Correction Deadline: 8/23/2018

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.26(4) - Previous citation corrected in that the consultant did not see a bar detached from the top fence.

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.26(9) - Previous citation corrected. The center had the PVC repaired and it has since come apart. The consultant could see where the tubes had been glued together. There was still some amount of large mulch pieces but the center will ensure to go through to remove them. There was no grill in route to the playground.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(1) - Please ensure that USDA guidelines are met and that chocolate milk is not served to children under the age of six.

Correction Deadline: 8/23/2018

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://decalfga.gov/CACFP/Handbook.aspx>

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

Technical Assistance

591-1-1-.15(5) - Please ensure that all substitutions for meals be recorded on the posted for parent to see.

Correction Deadline: 8/23/2018

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Met

Comment

Hand washing requirements for diapering were discussed with the director on this date.

Comment

There were no diapered children enrolled in the program on this date.

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.10(4) - Previous citation corrected in that the center currently do not have any diaper children enrolled and the infant area is closed.

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

Technical Assistance

Correction Deadline: 3/28/2018

Corrected on 8/23/2018

.17(7) - Previous citation corrected in that the consultant observed children to wash their hands after lunch and after coming in from outside.

Technical Assistance

591-1-1-.17(7) -The center had a gas leak on August 22, 2018 causing the hot water not to work. The center has the company coming out on August 24, 2018 to repair the issue. The consultant will followed back up with the center on the following Monday.

Correction Deadline: 8/23/2018

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

The Provider currently does not dispense/administer medication.

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**

A current/completed inspection was observed for all vehicles used in transporting children this date.

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)**Met****Comment**

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Correction Deadline: 4/7/2018

Corrected on 8/23/2018

.30(1)(a) - Previous citation corrected in that the center does not care for infants and this time and the crib as been removed.

Staff Records

Records Reviewed: 3**Records with Missing/Incomplete Components: 0****Staff # 1****Met****Staff # 2****Met****Date of Hire: 02/01/2013****Staff # 3****Met**

Staff Credentials Reviewed: 3

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

Criminal records checks were observed to be complete.

With the new federal mandate, everyone must have a Comprehensive Background Check on file by October 1, 2018. If you already have an updated fingerprint letter and have yet to give consent to have a Comprehensive Background Check ran, please log into your Decal Koala account, select records check and follow the steps to give consent.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Staff observed to be compliant with applicable laws and regulations.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.