



**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: 3/5/2019 **VisitType:** Monitoring Visit **Arrival:** 11:25 AM **Departure:** 2:00 PM

CCLC-47769

King's Childcare & Learning Academy

669 Longview Road Swainsboro, GA 30401 Emanuel County
(478) 268-9022 bosskingent@gmail.com

Regional Consultant

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@dec.al.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. |
|------------------------------------|------------------|---------------|--|
| 03/05/2019 | Monitoring Visit | Deficient | |
| 08/14/2018 | Licensing Study | Good Standing | |
| 04/30/2018 | POI Follow Up | 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-Infant | Infants and One Year Olds | 1 | 4 | C | 8 | C | NA | NA | Floor Play, Nap, Feeding |
| Main | B | One Year Olds and Two Year Olds and Three Year Olds | 1 | 6 | C | 12 | C | NA | NA | Centers |
| Main | C | | 0 | 0 | C | 6 | C | NA | NA | |
| Main | D | | 0 | 0 | C | 14 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 40 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 10 | | | Total Capacity @35 sq. ft.: 40 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main | Playground A | 42 | C |

Comments

The purpose of today's visit is to conduct a Monitoring Visit.

The director stated that they do not provide routine transportation, medications, or swimming activities.

The center has one new staff member with no file available at the center and no satisfactory comprehensive records check determination.

A one-day letter and affidavit were left on this date.

Plan of Improvement: To Be Submitted 03/19/2019

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.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.

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.

- 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.

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

Labeitoaizizi King, Program Official

Date

Laura Johnson, Consultant

Date



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Findings Report

Date: 3/5/2019 **VisitType:** Monitoring Visit **Arrival:** 11:25 AM **Departure:** 2:00 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12(2) - The consultant spoke with the director about removing the pink vanity in classroom D that had a nine inch crack down the center.

Correction Deadline: 3/5/2019

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: 3

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|--|---------|
| Child # 1 | Met |
| Child # 2 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)-Emergency Contact information Missing | |
| Child # 3 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)-Emergency Contact information Missing | |
| Child # 4 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(1)-Emergency Contact information Missing | |

Child # 5

Met

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

Not Met

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Correction Deadline: 8/14/2018

Corrected on 3/5/2019

.08(1) - This citation was corrected on this date. All children's records reviewed had the physician's phone number.

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 three out of five files reviewed were missing the address for the release person to whom the child can be released.

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Correction Deadline: 3/18/2019

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(7) requires center staff to ensure bathrooms are cleaned daily with a disinfectant. It was determined based on observation that the toilet in the bathroom in Room D had not been cleaned daily as there was a buildup of black dirt inside the toilet bowl.

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Correction Deadline: 3/5/2019

Recited on 3/5/2019

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 the consultant's observation that the following hazards were accessible to the children in the bathroom in Classroom B:

- bottle of disinfectant spray
 - bottle of Glade air freshener spray
 - tube of lip gloss
- -----

Correction Deadline: 3/5/2019

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 the consultant's observation, that the sink in the bathroom in Room D was not secure to the counter and was in need of repair.

Correction Deadline: 3/18/2019

Recited on 3/5/2019

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on the consultant's observation that two electrical outlets in Classroom A and one electrical outlet in classroom D did not have a protective cover and were accessible to the children in care.

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Correction Deadline: 3/5/2019

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Not Met

Finding

591-1-1-.15(2)(a) requires Center Personnel to hold and feed infants less than six months of age and older children who cannot hold their own bottles or sit alone. Baby bottles shall never be propped; the infant's head shall be elevated while feeding. It was determined based on the consultant's observation that one infant in Classroom A , who was five months old, was observed to be in a bouncy chair with a bottle propped for feeding.

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Correction Deadline: 3/5/2019

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 the consultant's observation, that four bottles in classroom A were stored on a shelf and were not labeled with the child's name and the current date.

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Correction Deadline: 3/5/2019

Technical Assistance

591-1-1-.15(4) - The consultant spoke with the director about ensuring that all high chairs used had a strap or other device to prevent the children from sliding out of the high chair.

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Correction Deadline: 3/5/2019

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| Health and Hygiene |
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591-1-1-.10 Diapering Areas & Practices(CR) **Met**

Comment

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

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

Comment

Please ensure lids remain on trash containing organic waste.

Comment

Staff were observed to remind children to wash hands.

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

Comment

The Provider currently does not dispense/administer medication.

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| Policies and Procedures |
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591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on staff interview and consultant's observation that the facility does not currently conduct emergency drills.

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Correction Deadline: 3/30/2019

Recited on 3/5/2019

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| Safety |
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591-1-1-.11 Discipline(CR) **Met**

Comment

Staff were observed to maintain a positive learning environment on this date.

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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 and staff statements that three out of five cribs had sheets that were not tight-fitting and were not changed daily as required.

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Correction Deadline: 3/5/2019

Finding

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on the consultant's observation that in classroom A, an infant was sleeping in a bouncy seat where the infant remained until the consultant brought it to the attention of the director.

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Correction Deadline: 3/5/2019

Technical Assistance

591-1-1-.30(4) - The consultant spoke with the director about ensuring that mats are stored with the bedding not touching in classroom B and that mats are marked for individual use.

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Correction Deadline: 3/5/2019

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 1

Staff # 1 Met
Date of Hire: 07/24/2017

Staff # 2 Not Met
Date of Hire: 03/01/2019

"Missing/Incomplete Components"

.24(1)-No Record,.09-Criminal Records Check Missing

Staff # 3 Met
Date of Hire: 11/13/2017

Staff # 4 Met
Date of Hire: 08/10/2018

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 one employee present, who was hired on March 1, 2019, did not have a satisfactory comprehensive background check on file.

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Correction Deadline: 3/5/2019

591-1-1-.24 Personnel Records Not Met

Finding

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that the center had no personnel file available for the consultant to review for one new employee.

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Correction Deadline: 3/10/2019

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

Correction Deadline: 8/24/2018

Corrected on 3/5/2019

.33(3) - This citation was corrected on this date. New staff did have evidence of health and safety orientation.

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) **Not Met**

Finding

591-1-1-.32(4)(b) allows children who turn three years old during the regular school year to remain with two year olds for the remainder of the school year but requires agreement from the older child's Parent(s) for the continued placement. It was determined based on observation and staff statements that three three-year-old children were present in classroom B with two two-year-old children and one one-year-old child and there were no parental agreements on file.

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Correction Deadline: 3/5/2019

Comment

Staff observed to provide direct supervision and be attentive to children's needs.