



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: 10/30/2019 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:45 PM

CCLC-49360

Clark's Learning Center

2161 Brownlee Road Jackson, GA 30233 Butts County
 (678) 752-0208 toniclarkj@aol.com

Mailing Address

2161-A Brownlee Road
 Jackson, GA 30233

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

Joint with: Rachel Fowler

Quality Rated:

Compliance Zone Designation		
10/30/2019	Monitoring Visit	Support
01/07/2019	Monitoring Visit	Good Standing
07/26/2018	Initial Licensing Study	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	1L (2 years)	One Year Olds and Two Year Olds	2	16	C	17	C	NA	NA	Art, Free Play
Main	1R (5-12 yrs)	Three Year Olds and Four Year Olds and Five Year Olds	1	11	C	18	C	NA	NA	Centers
Main	2L (3-12 yrs)		0	0	C	18	C	NA	NA	
Main	2R (Infants -1 year)	Infants and One Year Olds	1	5	C	9	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 62						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 62			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/toddler	14	C
Main	School age Playground	112	C

Comments

The consultant and director discussed criminal record check rules and regulations, lead teacher requirements, playground hazards, and emergency drill documentation.

Plan of Improvement: To Be Submitted

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/RulesAndRegulations.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

Toni Clark, Program Official

Date

Valarie Musselwhite, Consultant

Date

Rachel Fowler, Consultant

Date



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Findings Report

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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) - Consultant and director discussed moving the bookshelf in Classroom 1R that makes the classroom door hard to open.

Correction Deadline: 10/30/2019

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

Met

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center. The consultant and director discussed three-year-old and four-year-old children being housed in Classroom 2L for a classroom with more age appropriate toys, centers, and options.

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

Technical Assistance

Technical Assistance

591-1-1-.25(11) - Please ensure all rugs are flush with the flooring to prevent a potential tripping hazard.

Correction Deadline: 11/29/2019

Technical Assistance

591-1-1-.25(13) - Consultant and director discussed appropriate storage of potentially hazardous items including baby wipes, trash bags, and ziploc bags.

Correction Deadline: 10/30/2019

Technical Assistance

591-1-1-.25(3) - Please ensure the sinks in the restrooms of Classroom 1R are secure to the wall. If extra stability posts are needed, please ensure the extra stability is stable and secure.

Correction Deadline: 10/30/2019

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

Technical Assistance

Technical Assistance

591-1-1-.26(6) - Please ensure broken toys are removed or repaired.

Correction Deadline: 11/9/2019

Correction Deadline: 8/5/2018

Corrected on 10/30/2019

.26(8) - Correction of previous citation in that the consultant observed adequate resilient surfacing under all equipment requiring resilient surfacing.

Technical Assistance

591-1-1-.26(9) - Please be mindful of the exposed concrete beginning to be exposed around the basketball goal.

Correction Deadline: 10/30/2019

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(3) - Please ensure bottles are fully labeled with the child's name and current date.

Correction Deadline: 10/30/2019

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Technical Assistance

Technical Assistance

591-1-1-.17(7)(a) - Consultant and director discussed proper hand washing for infants.

Correction Deadline: 10/30/2019

591-1-1-.20 Medications(CR)

Not Met

Comment

The consultant and director discussed medication procedures and storage. The director stated the center does not currently dispense or administer medication.

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Finding

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's Parent(s) immediately. It was determined based on an observation that Children's Tylenol was located in a cabinet in Classroom 2R, and was not returned to the parent.

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Correction Deadline: 10/30/2019

Policies and Procedures

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 a review of records that the center did not have complete documentation of tornado drills or lock down drills practiced every six months as required. It was further determined, fire drill documentation was not complete for the number of children and length of the fire drill for the months of January, February, March, and May of 2019.

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Correction Deadline: 10/31/2019

Recited on 10/30/2019

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment

Finding

591-1-1-.30(1)(b) requires that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two (2) years who can climb out of a crib. It was determined based on an observation that seven of seven cots in Classroom 1R were in poor condition with loose threading holding the material to the structure.

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Correction Deadline: 10/31/2019

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 4

Staff # 1 Not Met
Date of Hire: 04/17/2019
"Missing/Incomplete Components"
.24(1)-Evidence of Orientation Missing,.09-Criminal Records Check Missing

Staff # 2 Not Met
Date of Hire: 08/21/2019
"Missing/Incomplete Components"
.09-Criminal Records Check Dissatisfied

Staff # 3 Met

Staff # 4 Met
Date of Hire: 07/26/2018

Staff # 5 Not Met
Date of Hire: 09/23/2019
"Missing/Incomplete Components"
.24(1)-Evidence of Orientation Missing

Staff # 6 Not Met
"Missing/Incomplete Components"
.24(1)-Evidence of Orientation Missing

Staff # 7 Met
Date of Hire: 12/13/2018

Staff # 8 Met

Date of Hire: 07/26/2018

Staff Credentials Reviewed: 5

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that Staff #1, hired on April 17, 2019, was present in the three and four-year-old classroom and did not submit both a records check application to the Department and fingerprints to an authorized fingerprinting site as required.

Correction Deadline: 10/30/2019

Recited on 10/30/2019

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 Staff # 1, hired on April 17, 2019, was present in the three and four-year-old classroom without a satisfactory Comprehensive Records Check Determination on file.

Correction Deadline: 10/30/2019

Recited on 10/30/2019

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records, that Staff #2, hired on August 21, 2019, had a comprehensive satisfactory records check determination letter that was not electronically ported by the center as required.

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Correction Deadline: 10/30/2019

591-1-1-.33 Staff Training

Technical Assistance

Technical Assistance

591-1-1-.33(6) - Please ensure all staff have the required evidence of orientation on file.

Correction Deadline: 11/9/2019

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

Technical Assistance

Correction Deadline: 4/30/2019

Corrected on 10/30/2019

.31(2)(b)2. - Correction of previous citation in that all newly hired lead teachers plan to obtain a credential within two years of hire.

Technical Assistance

591-1-1-.31(2)(b)3.(ii)(I) - (VIII) - Please ensure lead teachers in the process of obtaining a credential have a current professional learning plan on file.

Correction Deadline: 10/30/2019

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

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