



**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:** 7/13/2021    **VisitType:** Monitoring Visit    **Arrival:** 12:00 PM    **Departure:** 1:25 PM

**CCLC-51398**

**Guiding Lights Early Learning Center, LLC.**

13 St John Circle Newnan, GA 30265 Coweta County  
(770) 573-3003 danielledixon@guidinglightselc.com

**Regional Consultant**

Laura Swann

Phone: (706) 855-3454

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laura.swann@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
07/13/2021	Monitoring Visit	Good Standing
01/22/2021	Licensing Study	Good Standing
08/06/2020	Monitoring Visit	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	B Pre-K		0	0	C	26	C	NA	NA	
Main	C Three	Six Year Olds and Over	1	7	C	15	C	NA	NA	Music,TV
Main	D Two	Two Year Olds and Three Year Olds and Four Year Olds	1	8	NC	22	C	NA	NA	Nap
Main	E Infants	Infants	1	5	C	13	C	NA	NA	Transitioning,Flo or Play
Main	G Three		0	0	C	17	C	NA	NA	
Total Capacity @35 sq. ft.: 93						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 93			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B Toddlers	25	C
Main	C Preschool	47	C

**Comments**

A virtual inspection was conducted on July 13, 2021, with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 28, 2021, was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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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Danielle Dixon, Program Official

Date

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Laura Swann, 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)**

**Met**

**Comment**

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

**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.

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

**Met**

**Comment**

Center appears clean and well maintained.

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

**Defer**

**Defer**

591-1-1-.26(4)-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

**POI (Plan of Improvement)**

The Director stated they will dig up the ground in front of the fence to make the fence meet the requirement. The Director stated she will spray paint the fence.

**Correction Deadline: 1/21/2020**

**Defer**

591-1-1-.26(9)-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

**POI (Plan of Improvement)**

The Director stated they will cut the vines from the fence. The Director stated they will fill the holes with sand.

**Correction Deadline: 1/21/2020**

**Health and Hygiene**

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Technical Assistance**

**Comment**

Staff were observed to remind children to wash hands.

**Technical Assistance**

591-1-1-.17(7) - Consultant reviewed with the director and teacher that handwashing requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means.

**Correction Deadline: 7/13/2021**

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

**Met**

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

**591-1-1-.36 Transportation(CR)**

**Met**

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

**Records Reviewed: 6****Records with Missing/Incomplete Components: 0**

Date of Hire: 12/03/2019

Staff # 2

Met

Date of Hire: 10/27/2020

Staff # 3

Met

Date of Hire: 12/03/2019

Staff # 4

Met

Date of Hire: 12/03/2019

Staff # 5

Met

Date of Hire: 06/01/2021

Staff # 6

Met

Date of Hire: 03/23/2021

**Staff Credentials Reviewed: 3****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 2 file(s) for employees hired since last visit.

**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) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation in classroom (105) 4 two-year-olds were mixed with 2 three-year-olds and 1 four-year-old. Two-year-olds can not be mixed with children over three-years-old.

**POI (Plan of Improvement)**

The Center will maintain separation of these children under three years old. The director stated the three and four-year-olds will be moved into the summer camp room.

**Correction Deadline: 7/13/2021****591-1-1-.32 Supervision(CR)****Met****Comment**

Adequate supervision observed on this date.