



**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:** 8/6/2020    **VisitType:** Monitoring Visit    **Arrival:** 1:00 PM    **Departure:** 2:00 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

Fax: (706) 434-7641

laura.swann@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
08/06/2020	Monitoring Visit	Good Standing
01/21/2020	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	C Three	Infants and Two Year Olds	1	2	C	15	C	NA	NA	Nap
Main	D Two		0	0	C	22	C	NA	NA	
Main	E Infants		0	0	C	13	C	NA	NA	
Main	G Three		0	0	C	17	C	NA	NA	
Total Capacity @35 sq. ft.: 67						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 2			Total Capacity @35 sq. ft.: 67			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 August 6, 2020, with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 16, 2020 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.decal.ga.gov/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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

Danielle Dixon, Program Official

Date

Laura Swann, Consultant

Date



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

### Findings Report

**Date:** 8/6/2020    **VisitType:** Monitoring Visit    **Arrival:** 1:00 PM    **Departure:** 2:00 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

Fax: (706) 434-7641

laura.swann@dec.al.gov

**Mailing Address**

Same

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**

Pool not in use at this time, gates observed locked.

### 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**

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

**Corrected on 8/6/2020**

**.25(3) - Correction observe don this date. Vents had been cleaned.**

**591-1-1-.25 Physical Plant-Structural/Mechanical**

**Met**

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

**Corrected on 8/6/2020**

**.25(4) - Correction observed on this date. Classroom is not in use.**

**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 citation is deferred until the next regulatory visit when the rule correction can be observed in person.

**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 citation is deferred until the next regulatory visit when the rule correction can be observed in person.

**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) Met**

**Comment**

Staff stated proper procedures for handwashing.

**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  
Date of Hire: 12/03/2019

Staff # 2 Met  
Date of Hire: 10/27/2020

**Records Reviewed: 6**

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

Staff # 3 Date of Hire: 12/03/2019	Met
Staff # 4 Date of Hire: 10/27/2020	Met
Staff # 5 Date of Hire: 12/03/2019	Met
Staff # 6	Met

**Staff Credentials Reviewed: 2**

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

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on June 16, 2020.

**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.