



**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: 10/13/2021 **VisitType:** Initial Licensing Study **Arrival:** 11:00 AM **Departure:** 12:30 PM

CCLC-54782

Tots Around The Clock

2500 Cherokee Road, Suite A Athens, GA 30605 Clarke County
(706) 850-4182 rekellesmith1228@gmail.com

Regional Consultant

Melissa McFarlin

Phone: (770) 359-5224

Fax: (770) 302-9130

melissa.mcfarlin@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
10/13/2021	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	A-Infant		0	0	C	16	C	NA	NA		
Main	B-Toddler		0	0	C	20	C	NA	NA		
Main	C-K 3		0	0	C	18	C	NA	NA		
Main	D-K 4		0	0	C	18	C	NA	NA		
Main	E- Afterschool/ Library/Multi-Use		0	0	C	14	C	NA	NA		
Total Capacity @35 sq. ft.:			86			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 0			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Play Ground	Infant/Toddler	17	C
Play Ground	K 3-School Age	109	C

Comments

An Administrative Review was conducted on October 5, 2021, Staff files, children's files, training, and background checks were all reviewed. A Virtual Initial Licensing Study was conducted on October 13, 2021. The exit conference was conducted virtually on October 14, 2021, at 1:00 pm with Myra Franklin. Permission to Operate will be issued upon completion of the Exit Conference and signature pages are returned to the consultant. Facility does not carry Liability Insurance. Limitations on overall license capacity is 85 per Fire Certificate of Occupancy.

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.al.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.al.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.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).

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

Brittania Moody, Program Official

Date

Melissa McFarlin, Consultant

Date



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Findings Report

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

A virtual visit was conducted on this date, equipment and furniture observed to be properly secured.

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

Met

Comment

A virtual visit was conducted on this date, center does not provide swimming activities. No pool observed on site.

Comment

A virtual visit was conducted on this date, the Center Director/Administrator stated that the program will not participate in Swimming/water activities, in water measuring two (2) feet in depth or greater. Consultant discussed Swimming/water requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming/water activities, in any type of equipment holding water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming/water activity Rules.

Facility

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

Met

Comment

The total Licensed capacity of the Center measured at 85 children, based on previously approved measurements of five (5) of five (5) classrooms, Licensed this date. Limitations on overall license capacity is 85 per Fire Certificate of Occupancy.

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

A virtual visit was conducted on this date, no hazards observed accessible to children.

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

A virtual visit was conducted on this date, playground observed to be clean and in good repair.

Health and Hygiene

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

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

No children were enrolled in the program or present on this date. Consultant observed Department - approved medication authorization forms that the Center will use as required. The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals**Met****Comment**

A virtual visit was conducted on this date, the center does not keep animals on premises.

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

There were no children enrolled on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

591-1-1-.13 Field Trips(CR)**Met****Comment**

The Center Director and Owner stated that the Center will not provide Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to conduct field trips with children. Consultant also stated to Center Director and Owner that prior to conducting Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to enter Director and Owner, that prior to conducting Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Field Trip requirements.

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

The Director and Owner stated that the program will not provide routine Transportation and Field Trips at this time. Consultant discussed with the Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Director and Owner that prior to providing Transportation and/or Field Trips, the program is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Director and all Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip checklists/forms and vehicle requirements are met. Further, Consultant stated to Director and Owner, that prior to providing Transportation and/or Field Trips, the program is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

Sleeping & Resting Equipment

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

A virtual visit was conducted on this date, the consultant observed five (5) of five (5) cribs in the Infant Classroom with the manufacturing dates, November 2013, October 2011, March 2016, used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. The center will use cots for walking one (1) year old children. The consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director. Further, the Consultant observed a pleasant nap time environment, and discussed cot and mat disinfecting requirements with Center Director and Owner on this date.

Staff Records**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met

Staff Credentials Reviewed: 1

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

Four (4) of four (4) staff Criminal record checks were observed to be complete.

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

A virtual visit was conducted on this date, staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Comment

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the director on this date.

591-1-1-.32 Supervision(CR)**Comment****Diapering Supervision Plan**

During diapering, an additional Staff person will be present to assist with supervising children, due to wall facing diapering surfaces located in the Infant classroom.

Areas of classrooms not within direct line of sight – Toddler Classroom

Due to the areas not within direct line of sight, Center Staff will position themselves in an area of the classroom that allows complete viewing of all children. Staff will provide verbal direction and physical assistance when needed to children during hand washing and will also ensure that all children in the classroom are properly supervised at all times.

Bathroom Use – K3 and K4

Bathrooms are not located inside of the K3 and K4 classrooms. As such, children who are housed in K3 and K4, will use the bathrooms located in the Special Use/Art Room. During all use of the bathrooms, Center Staff will monitor and closely supervise children. Center Staff will also escort children to and from the bathrooms, will ensure all children's proper handwashing immediately following bathroom use, and will ensure children's safe return to K3 and K4 classrooms.