

# 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

# **Cover Sheet**

Date: 9/28/2021 VisitType: Licensing Study Arrival: 11:00 AM Departure: 11:40 AM

CCLC-39165 Regional Consultant

KID'S NEST, THE Kelly Jones

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Mailing Address 1570 Norton Road Watkinsville, GA 30677

Quality Rated: No

| 9        | Compliance Zone Desi | gnation_      |             | Zone Designation - A summary measure of a program's 12 month monitoring pertains to child care health and safety rules. The three compliance zones are good |
|----------|----------------------|---------------|-------------|---|
| 09/28/20 | 21 Licensing Study   | Good Standing |             | port, and deficient.  |
| 03/23/20 | 21 Monitoring Visit  | Good Standing | Good Standi | <ul> <li>ng - Program is demonstrating an acceptable level of performance in meeting<br/>the rules.</li> </ul>  |
| 09/04/20 | 20 Licensing Study   | Good Standing | Support     | <ul> <li>Program performance is demonstrating a need for improvement in meeting<br/>rules.</li> </ul>   |
|          |                      |               | Deficient   | <ul> <li>Program is not demonstrating an acceptable level of performance in meeting<br/>the rules.</li> </ul>   |

# Ratios/License Capacity

| Building  | Room  | Age Group                             | Staff | Children | NC/C                          | Max 35<br>SF. | 35 SF.<br>Comp.                                  | Max 25<br>SF. | 25 SF.<br>Comp. | Notes                                  |
|-----------|---|---------------------------------------|-------|----------|-------------------------------|---------------|--|---------------|-----------------|--|
| Main      | Living room   | One Year Olds and Two<br>Year Olds    | 1     | 3        | С                             | 10            | С  | NA            | NA              | Free<br>Play,Outside,Tra<br>nsitioning |
| Main      | Play area   |                                       | 0     | 0        | С                             | 4             | С  | NA            | NA              |  |
| Main      | Right Side  | Three Year Olds and Four<br>Year Olds | 1     | 8        | С                             | 10            | С  | NA            | NA              | Story,Outside,Tr ansitioning           |
|           |   | Total Capacity @35 sq. ft.: 18        |       |          | Total Capacity @25 sq. ft.: 0 |               | Building @35 capacity limited by Centers Request |               |                 |  |
| Total # C | I # Children this Date: 11 Total Capacity @35 sq. ft.: 18 Total Capacity @25 sq. ft.: 0 |                                       |       |          |                               |               |  |               |                 |  |

| Building Playground |            | Playground<br>Occupancy | Playground Compliance |
|---------------------|------------|-------------------------|-----------------------|
| Main                | Playground | 73                      | С                     |

An Administrative Review was conducted on September 28, 2021. Staff files, children's files, training, and background checks were all reviewed. An in- person visit was conducted on September 28, 2021 with the Director.

Plan of Improvement: Developed This Date 09/28/2021

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





# **Important New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: https://gualityrated.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

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.

- 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: <a href="http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx">http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx</a>

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)

| Evelyn Adams, Program Official | Date | Kelly Jones, Consultant | Date |
|--------------------------------|------|-------------------------|------|



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# **Findings Report**

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# The following information is associated with a Licensing Study:

# **Activities and Equipment**

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

Met

### Comment

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

### Comment

Discussed rotating toys to support the procedures of daily disinfecting. Additional cleaning and sanitizing due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date.

### Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

# Comment

Center does not provide swimming activities.

# **Children's Records**

# Records Reviewed: 5Records with Missing/Incomplete Components: 0Child # 1MetChild # 2MetChild # 3MetChild # 4MetChild # 5Met

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

**Technical Assistance** 

# **Technical Assistance**

591-1-1-.08(6) - Discussed with the director to ensure the parents are signing children in and out instead of staff.

Correction Deadline: 9/28/2021

Facility

# 591-1-1-.06 Bathrooms

Met

### Comment

Please monitor bathrooms for necessary supplies.

# 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.

# Comment

No hazards observed accessible to children on this date.

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

Met

### Comment

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

**Food Service** 

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

Met

# Comment

Center menu meets USDA guidelines.

# 591-1-1-.18 Kitchen Operations

Met

# Comment

Kitchen appears clean and well organized.

**Health and Hygiene** 

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

Met

### Comment

Staff state proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Met

# Comment

Proper hand washing observed throughout the center.

### Common

Staff were observed to remind children to wash hands.

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

Met

# Comment

The Provider currently does not dispense/administer medication.

# **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 the documentation for the Emergency drills was incomplete for the year 2021. Director stated she had thrown away the documentation for last years. drills.

# POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 10/3/2021

# 591-1-1-.29 Required Reporting

Met

# Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals Met

### Comment

Center does not keep animals on premises.

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

Met

# Comment

Age-appropriate discussion and/or redirection observed.

# Comment

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

# 591-1-1-.13 Field Trips(CR)

Met

# Comment

Center does not participate in field trips at this time.

# 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

Discussed SIDS and infant sleeping position. Does not currently provide care for infants.

### Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

**Records Reviewed: 4** 

Records with Missing/Incomplete Components: 0

Met

Met

Staff # 1

Date of Hire: 06/01/1987

Staff # 2

Met

Date of Hire: 08/03/2020

Staff # 3

Date of Hire: 08/10/2010

Staff # 4

Date of Hire: 08/03/2020

### Staff Credentials Reviewed: 3

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

**Technical Assistance** 

# **Technical Assistance**

591-1-1-.09(1) - Consultant requested to view all Criminal Record checks for employees hired after last visit 3/13/2021. Director stated that there have been no new hires since last visit. Discussed with the director process of how to complete background checks for therapist prior to services.

### Comment

four of four Criminal record checks were observed to be complete.

# 591-1-1-.14 First Aid & CPR

Met

# Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

# Comment

Please replace/add missing/expired item(s) in first aid kit(s). Consultant reminded director to monitor frequently.

# 591-1-1-.33 Staff Training

**Technical Assistance** 

### Comment

Documentation observed of required staff training. Consultant reviewed training requirements for all staff with in the first 90 days of employment.

# **Technical Assistance**

591-1-1-.33(4) - Discussed with the director the department requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage

Correction Deadline: 10/28/2021

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

### Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

### 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)

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. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.