



**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:** 12/14/2022 **VisitType:** Licensing Study

**Arrival:** 8:40 AM

**Departure:** 10:45 AM

**CCLC-56554**

**Kinder Castle Childcare LLC**

4234 Columbia Road Martinez, GA 30907 Columbia County  
 (706) 432-9848 kindercastlechildcare@yahoo.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
12/14/2022	Licensing Study	Good Standing	
04/19/2022	Initial Licensing Study	Good Standing	

**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- 3 year olds	Three Year Olds	1	6	C	9	C	NA	NA	Centers
Main	B- 2 year olds	Two Year Olds	1	5	C	9	C	NA	NA	Centers
Main	C- 1 year old	One Year Olds	1	5	C	6	C	NA	NA	Centers
Main	D- 3's and 4's	Three Year Olds and Four Year Olds	1	7	C	12	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 36

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 23

Total Capacity @35 sq. ft.: 36

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A (left)	16	C
Main	Playground B (right)	34	C

**Comments**

The purpose of this visit was to conduct a Licensing Study and to follow up on the previous visit.

Plan of Improvement: Developed This Date 12/14/2022

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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

\_\_\_\_\_  
Valerie Mitchell, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Melyn Smith, 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-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined, based on review of records, that Rooms A, B, and C were lacking current lesson plans on this date.

**POI (Plan of Improvement)**

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 12/14/2022**

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

**Technical Assistance**

**Comment**

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

**Technical Assistance**

591-1-1-.12(3) - The Consultant discussed with the Director to please ensure chairs were not stacked in classrooms when children were present and active.

**Correction Deadline: 12/14/2022**

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Technical Assistance**

**Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

**Technical Assistance**

591-1-1-.25(8) - The Consultant discussed with the Director to please ensure electrical outlets within children's reach were covered, as one outlet in Room D was observed to not be covered on this date.

**Correction Deadline: 12/14/2022**

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines.

**Health and Hygiene**

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Staff were observed to remind children to wash hands.

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

N/A

**Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures**

Met

**Comment**

Program observed complete emergency drills

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**Safety**

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

Met

**Comment**

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

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

Not Evaluated

**Comment**

Center does not participate in field trips at this time.

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

N/A

**Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

Technical Assistance

**Comment**

Pleasant naptime environment observed.

**Technical Assistance**

591-1-1-.30(4) - The Consultant discussed with the Director to please ensure the cots stored in the classroom were stored to prevent children's access to them and to allow maximum use of play space.

**Correction Deadline: 12/14/2022**

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**Staff Records**

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**Records Reviewed: 6****Records with Missing/Incomplete Components: 5**

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Staff # 1

Not Met

Date of Hire: 11/30/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 2

Not Met

Date of Hire: 05/31/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 3

Not Met

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 5**

Date of Hire: 04/18/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 4

Met

Date of Hire: 04/18/2022

Staff # 5

Not Met

Date of Hire: 05/02/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 6

Not Met

Date of Hire: 02/01/2022

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.31(2)(b)2.-Staff Qualifications-Education Missing,.14(2)-CPR missing

**Staff Credentials Reviewed: 6**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

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

**Not Met**

**Comment**

Complete first aid kits observed in center.

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined, based on review of records, that Staff #6, hired April 25, 2022, was lacking evidence of completing the hands-on component of CPR training, as first aid and CPR training was completed online.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 1/13/2023**

**591-1-1-.33 Staff Training**

**Not Met**

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined, based on review of records, that Staff # 1, 2, 4, and 5 were lacking documentation of completing orientation prior to assignment to children or task.

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

**Correction Deadline: 12/16/2022**

**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.

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined, based on review of records, that Staff #2 and #6, identified as lead teachers, were lacking evidence of meeting the minimum academic requirements on this date.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 12/30/2022**

<b>Staffing and Supervision</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

**Comment**

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