



**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:** 7/25/2022    **VisitType:** Monitoring Visit    **Arrival:** 2:15 PM    **Departure:** 4:00 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:** ★

<b>Compliance Zone Designation</b>		
07/25/2022	Monitoring Visit	Good Standing
02/17/2022	Licensing Study	Good Standing
07/13/2021	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		0	0	C	15	C	NA	NA	
Main	D Two	Six Year Olds and Over	1	9	C	22	C	NA	NA	Snack
Main	E Infants	Infants	1	3	C	13	C	NA	NA	Floor Play
Main	G Three	Three Year Olds	2	11	C	17	C	NA	NA	Snack
					Total Capacity @35 sq. ft.: 93	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 23			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**

Plan of Improvement: Developed This Date 07/25/2022

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)

Danielle Dixon, Program Official

Date

Laura Swann, Consultant

Date



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**Findings Report**

**Date:** 7/25/2022 **VisitType:** Monitoring Visit

**Arrival:** 2:15 PM

**Departure:** 4:00 PM

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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)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.25(3) - Please monitor the center for peeling paint, sand and repaint when needed.

**Correction Deadline: 7/25/2022**

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

**Not Met**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were present:

A bouncy house was not blown up with the cord and blower accessible to children posing a tripping hazard.  
A hose pipe was laying on the ground accessible to children posing a tripping hazard.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards. Remove the bouncy house and hose pipe when not in use.

**Correction Deadline: 8/22/2022**

**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**

Proper hand washing observed throughout the center.

**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** **Met**

**Correction Deadline: 3/7/2022**

**Corrected on 7/25/2022**

**.21(p) - Correction observed on this date. Emergency plan included all required emergencies.**

**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: 15**

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

Staff # 1

Met

Date of Hire: 07/15/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2

Met

**Records Reviewed: 15****Records with Missing/Incomplete Components: 0**

Date of Hire: 02/21/2022

Staff # 3

Met

Date of Hire: 07/20/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4

Met

Date of Hire: 10/27/2020

Staff # 5

Met

Date of Hire: 12/03/2019

Staff # 6

Met

Date of Hire: 10/27/2020

Staff # 7

Met

Date of Hire: 06/10/2021

Staff # 8

Met

Date of Hire: 05/18/2022

Staff # 9

Met

Date of Hire: 04/26/2022

Staff # 10

Met

Date of Hire: 06/01/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 11

Met

Date of Hire: 12/03/2019

Staff # 12

Met

Date of Hire: 07/05/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 13

Met

Date of Hire: 05/24/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14

Met

Date of Hire: 01/11/2022

Staff # 15

Met

Date of Hire: 05/12/2022

**Staff Credentials Reviewed: 8****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 8 file(s) for employees hired since last visit.

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

**Not Met**

**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 a review of records that 1 staff hired April 26, 2022, had not obtained certification in first aid and CPR within 90 days of their hire date.

**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: 9/6/2022**

**Recited on 7/25/2022**

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

**Met**

**Correction Deadline: 3/19/2022**

**Corrected on 7/25/2022**

**.33(3) - Correction observed on this date. Staff employed on this date that were required to have health and safety training had completed it within 90 days of hire..**

**Correction Deadline: 3/19/2022**

**Corrected on 7/25/2022**

**.33(4) - Correction observed on this date. The cook and the director obtained the required 4 hours of in food nutrition planning, preparation, serving, proper dish washing or food storage.**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Adequate supervision observed on this date.