



**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:** 2/8/2017      **VisitType:** Monitoring Visit      **Arrival:** 9:35 AM      **Departure:** 2:30 PM

**CCLC-2227**

**Potter's House, The**

1800 N. Central Avenue Tifton, GA 31794 Tift County  
 (229) 382-4418 pottershousechil@bellsouth.net

**Regional Consultant**

Jackqueline Frederick

Phone: (229) 386-3247

Fax: (229) 238-2435

jackqueline.frederick@decal.ga.gov

**Mailing Address**

Same

<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
02/08/2017	Monitoring Visit	Good Standing	
09/13/2016	Licensing Study	Good Standing	
03/21/2016	Complaint Investigation Follow Up	Good Standing	

**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	1	One Year Olds	2	6	C	18	C	NA	NA	Free Play,Floor Play
Main	2		0	0	C	17	C	NA	NA	
Main	3	Two Year Olds	1	8	C	18	C	NA	NA	Art,Centers
Main	4	Infants	2	7	C	18	C	NA	NA	Nap,Feeding
Main	5	Three Year Olds and Four Year Olds	1	8	C	18	C	NA	NA	Transitioning
Main	6	Four Year Olds	1	9	C	17	C	NA	NA	Centers
Main	7	Three Year Olds	1	8	C	14	C	NA	NA	Floor Play,Transitioning
Main	8	Two Year Olds	1	7	C	17	C	NA	NA	Floor Play,Free Play
Main	Gym		0	0	C	61	C	NA	NA	

Total Capacity @35 sq. ft.: 198

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 53

Total Capacity @35 sq. ft.: 198

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG - Small	0	C
Main	PG-Large	326	C

**Comments**

The purpose of today's visit is to conduct a monitoring visit.

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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.

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**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](mailto: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.

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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)

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Janice Patrick, Program Official

Date

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Jackqueline Frederick, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.03 Activities****Not Met****Finding**

591-1-1-.03(3)(c)2. requires a center to provide at least one hour of outdoor time daily, weather permitting, for infants. It was determined by staff admission that the children in the infant room are not receiving outdoor play time as required.,591-1-1-.03(3)(c)2. requires a center to provide at least one hour of outdoor time daily, weather permitting, for infants. It was determined based on staff admission that on February 6th and 7th children in the infant room were not provided daily outdoor time as required.

**POI (Plan of Improvement)**

The center will follow a schedule that provides at least one hour of outdoor time for infants each day.  
,The center will follow a schedule that provides at least one hour of outdoor time for infants each day.

**Correction Deadline:** 2/9/2017

**Recited on** 2/8/2017

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

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 3****Records with Missing/Incomplete Components: 1**

Child # 3

Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing

**Finding**

591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that 1 of 3 children's files did not have complete release to information as required.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 2/9/2017**

**Recited on 2/8/2017**

<b>Facility</b>
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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined by consultant's observation that Classrooms 3, 6, 7 and 8 practiced unsafe storage of cleaning tools to include, but not limited to mops, brooms, toilet brushes and plungers.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the center will remove and maintain safe storage of cleaning items.

**Correction Deadline: 2/8/2017**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined that the following hazards were observed by the consultant:

\*On the large playground a sharp edge was observed on the lattice located on the right side of the fence.

\*The gate located on the right side of the playground was observed to have a 4 1/2 inch gap between gates opening , posing as an entrapment hazard.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 2/8/2017**

**Correction Deadline: 9/23/2016**

**Corrected on 2/8/2017**

**.26(6) - Citation observed corrected on this date.**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined that the orange and blue slide on the toddler playground was observed to have 2 cracked steps(3rd and 4th from bottom). The resin red and green strawberry house was observed to have approximately 4 cracks at the base, posing as a pinching and scratching hazard. One active ant bed was also observed at the back of the playground on the right side, no children have been on the playground today.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 2/18/2017**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(1) requires that meals and snacks are provided are served that varied daily, with serving sizes dependent upon the age of the child, meet nutritional guidelines as established by the United States Department of Agriculture Child Care Food Program and to offer additional servings of nutritious food to children over and above the required daily minimum, if not contraindicated by special diets. It was determined by observation that the children in the three year old classroom were served whole milk contrary to USDA guidelines.

**POI (Plan of Improvement)**

Center staff will prepare menus and/or serve foods that meet the USDA guidelines and will offer and serve seconds to children.

**Correction Deadline: 2/8/2017**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

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

No medication being dispensed at this time.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met**

**Correction Deadline: 9/18/2016**

**Corrected on 2/8/2017**

**.21(3) - Citation observed corrected on this date as current documentation was provided.**

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

Observed-Discussion/Redirection

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

No Field Trips at This Time

**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined by observation that the center's burgundy van was observed to have debris and or litter on the floor. The cloth covering the ceiling of the van was observed to be detached and frayed, exposing the roof.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 2/9/2017****Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed-SIDS/Infant Sleeping Position

**Staff Records****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete

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

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision