



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: 2/15/2018 **VisitType:** Licensing Study **Arrival:** 12:30 PM **Departure:** 2:00 PM

CCLC-3067

Wee Tots Learning Center

3732 Redan Road Decatur, GA 30032 DeKalb County
 (404) 288-0712 mhale1606@yahoo.com

Regional Consultant

Ashia Jackson
 Phone: (770) 357-7070
 Fax: (770) 357-7069
 ashia.jackson@decal.ga.gov

Mailing Address
 Same

Quality Rated: No

Compliance Zone Designation			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.
02/15/2018	Licensing Study	Support	
08/03/2017	Monitoring Visit	Good Standing	
03/24/2017	POI 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	A-1st Right	Infants	1	2	C	6	C	NA	NA	Free Play
Main	B-1st Left		0	0	C	7	C	NA	NA	Nap
Main	C - 2nd Left		0	0	C	7	C	NA	NA	Nap
Main	D-2nd right	One Year Olds and Two Year Olds	1	9	NC	11	C	NA	NA	Nap
Main	E - 3rd Left	Three Year Olds and Four Year Olds	1	9	C	24	C	NA	NA	Nap
Total Capacity @35 sq. ft.:					55	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 20			Total Capacity @35 sq. ft.:			55	Total Capacity @25 sq. ft.: 0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	Front	48	C

Comments

A one day letter was left on this date.

Plan of Improvement: To Be Submitted 03/01/2018

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. You are encouraged not to wait and to complete the process as soon as possible.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Marsha Hale, Program Official

Date

Ashia Jackson, Consultant

Date



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Findings Report

Date: 2/15/2018 **VisitType:** Licensing Study **Arrival:** 12:30 PM **Departure:** 2:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Correction Deadline: 8/3/2017

Corrected on 2/15/2018

.12(4) - Previous citation corrected. Television was not observed in the classroom on this date.

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) **Met**

Comment

Center appears clean and well maintained.

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

Correction Deadline: 8/13/2017

Corrected on 2/15/2018

.26(8) - Previous citation corrected.

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

Discussed proper medication documentation and procedures.

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 documentation reviewed that the center did not document that safety drills were conducting from November 2017-January 2018.

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Correction Deadline: 2/20/2018

Safety

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

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) **Technical Assistance**

Comment

Discussed SIDS and infant sleeping position.

Correction Deadline: 8/3/2017

Corrected on 2/15/2018

.30(1)(a)3 - Previous citation corrected. Consultant observed sheets to fitting on this date.

Technical Assistance

591-1-1-.30(1)(b)3 - Please be sure that all mats that are in use by children are covered by a sheet.

Correction Deadline: 2/15/2018

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Staff # 6

Not Met

Date of Hire: 10/17/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.09 Criminal Records Check(CR)

Not Met

Finding

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on the consultant's observation that one employee hired in October 17, 2017 had a satisfactory records check outside of the required portability date.

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Correction Deadline: 2/15/2018

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on the consultant's observation that the center did not have documentation that five of seven staff completed the health and safety orientation as required.

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Correction Deadline: 2/22/2018

Recited on 2/15/2018

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.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on the consultant's observation that the second left classroom had a ratio of 1:9 (four one year old children and five two year old children). A ratio of 2:9 was required.

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Correction Deadline: 2/15/2018

Recited on 2/15/2018

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

Met

Comment

Adequate supervision observed on this date.