



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: 2/16/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:30 AM **Departure:** 3:05 PM

CCLC-1193

Class Act Preschool & Childcare

360 Old Mill Rd. Cartersville, GA 30120 Bartow County
 (770) 386-8865 classactcc@gmail.com

Regional Consultant

Twylah Tyner

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Mailing Address

PO Box 2468
 Cartersville, GA 30120

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.
02/16/2017	Complaint Closure	Good Standing	
02/16/2017	Complaint Investigation & Monitoring Visit	Good Standing	
08/22/2016	Complaint Closure	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 (Downstairs) 1st Classroom from Staircase-Pre-K		0	0	C	31	C	NA	NA	Not In Use
Main	A (Downstairs) 1st Classroom from Staircase-Pre-K	PreK	3	13	C	31	C	NA	NA	Transitioning
Main	B (Downstairs) 1st Left on Hallway		0	0	C	21	C	NA	NA	Not In Use
Main	B (Downstairs) 1st Left on Hallway	Three Year Olds and Four Year Olds	1	17	C	21	C	NA	NA	Circle Time
Main	C (Downstairs)		0	0	C	16	C	NA	NA	Not In Use
Main	D (Downstairs) 1st Right on Hallway		0	0	C	9	C	NA	NA	Not In Use
Main	D (Downstairs) 1st Right on Hallway	Two Year Olds and Three Year Olds	1	8	C	9	C	NA	NA	Centers
Main	E (Upstairs) 1R		0	0	C	15	C	NA	NA	Not In Use
Main	E (Upstairs) 1R	Infants and One Year Olds	2	8	C	15	C	NA	NA	Floor Play, Free Play
Main	F (Upstairs) 1L		0	0	C	16	C	NA	NA	Not In Use
Main	F (Upstairs) 1L	Two Year Olds	2	12	C	16	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 200					Total Capacity @25 sq. ft.: 0					

Total # Children this Date: 58

Total Capacity @35 sq. ft.: 200

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of this visit was to conduct a monitoring visit and follow-up to the previous visit on August 22, 2016.

Plan of Improvement: Developed This Date 02/16/2017

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.



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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.

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.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.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 1/2 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)

Rita DiPenti, Program Official

Date

Twylah Tyner, Consultant

Date



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Findings Report

Date: 2/16/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:30 AM **Departure:** 3:05 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

No Swimming Activities Provided

Facility

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

Not Met

Finding

591-1-1-.19(1) requires the Center to provide 35 square feet of usable space per child. It was determined based on consultant investigation that the Center cared for 16 children in a space that was licensed for 15 children on February 15, 2017.

POI (Plan of Improvement)

The center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 2/16/2017

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

Met

Comment

Reminder-Keep Hazards Inaccessible

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

Not Met

Comment

Discussed-Fluff/Redistribute Surface

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 based on observation of consultant that the playground perimeter fence along the ride side of the playground was 3 feet 9 inches high in sections. The playground perimeter fence in the back right corner at the corner post was also 3 feet 9 inches in height. The top rail of the fence at the back right corner of the playground perimeter fence was not connected to the corner post. In addition, the fence gate on the left side of the playground perimeter fence was not secured and would not prevent children from leaving the playground area. Also, metal ties used to secure the fencing material to posts and rails were observed to be rusted and pose a hazard along the perimeter fence on the right side of the playground.

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: 2/16/2017

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Staff Remind Children Wash Hand

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

Observed-Complete Documentation

Safety

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

Observed-Discussion/Redirection

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

Observed-Complete Documentation

591-1-1-.36 Transportation(CR)	Met
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Comment

Observed-Complete Documentation

Sleeping & Resting Equipment

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

Discussed-SIDS/Infant Sleeping Position
Ensure adequate number of cribs for infants enrolled

Staff Records

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of staff records that four of ten staff hired after January 1, 2014 did not have a Fingerprint Records Check Determination on file.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

Correction Deadline: 2/16/2017**Finding**

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on a review of staff files that one of two staff hired before January 1, 2014 did not have a Fingerprint Records Check Determination before January 1, 2017.

POI (Plan of Improvement)

The Center will ensure that every employee hired before January 1, 2014 has a satisfactory preliminary determination or satisfactory fingerprint determination on file and will have a plan to ensure that these employees obtain a Fingerprint Records Check Determination before January 1, 2017.

Correction Deadline: 2/16/2017

591-1-1-.24 Personnel Records**Met****Correction Deadline: 3/2/2017****Recited on 1/1/0001****Corrected on 2/16/2017**

Previous citation observed to be corrected. Director has completed 40 hour director's training and provided verification of more than five years as assistant director of the center.

591-1-1-.33 Staff Training**Met****Correction Deadline: 9/23/2016****Corrected on 2/16/2017**

Previous citation observed to be corrected on this date. Staff completed 2016 annual required training.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation of consultant that Staff:child ratios were not met when Staff:child ratios were observed to be 1:11 for the two-year-old classroom on the playground.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 2/16/2017

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

Technical Assistance

Technical Assistance

Ensure teacher's have a supervision plan when supervising children on the playground.

Correction Deadline: 2/16/2017