



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: 2/23/2017 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:15 PM

CCLC-14174

Friends & Co.

237 Sunset Circle Moultrie, GA 31768 Colquitt County
 (229) 985-3916 friendsandco@windstream.net

Mailing Address
 Same

Regional Consultant

Rena Keene

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Joint with: Beth Houtz

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.
02/23/2017	Monitoring Visit	Good Standing	
08/17/2016	Licensing Study	Good Standing	
03/14/2016	Monitoring Visit	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	Room A	One Year Olds and Two Year Olds	1	8	C	13	C	NA	NA	Art,Circle Time
Main	Room B	Infants and One Year Olds	2	8	C	10	C	NA	NA	Floor Play,Free Play
Main	Room C	Three Year Olds	3	8	C	10	C	NA	NA	Music
Main	Room D	Four Year Olds	1	8	C	18	C	NA	NA	Circle Time,Story,Art

Total Capacity @35 sq. ft.: 51

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 32

Total Capacity @35 sq. ft.: 51

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	85	C

Comments

The purpose of today's visit was to conduct a Monitoring Visit and follow up on previously cited rule violations.

Director stated that there have been no new hires since last visit.

Plan of Improvement: Developed This Date 02/23/2017

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).



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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-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

591-1-1-.12(2) requires that all equipment and furniture only be used by the age-appropriate group of children. Please change out the chairs used by the toddlers so that all children in the class have age-appropriate seats so that they can sit safely so as to prevent falls from furniture.

Correction Deadline: 3/5/2017

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

Met

Comment

No Swimming Activities Provided

Facility

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

Not Met

Comment

Reminder-Keep Hazards Inaccessible - Items such as brooms and other cleaning utensils should be stored where they are not accessible to the children.

Finding

591-1-1-.25(17) requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. It was determined based on consultants' observation that poisonous plants were not inaccessible to the children. Two kalanchoe plants were observed in the three-year-old classroom in the window sill and were within reach of the children.

POI (Plan of Improvement)

The toxic plant will be removed and any unsafe plants will be kept inaccessible to the children.

Correction Deadline: 2/23/2017

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

Met

Comment

Discussed - tree inspection and evaluation

Comment

Observation-Clean/Good Repair. Consultants observed some weak spots in the oak trees on both playgrounds. Holes in the trunk were noted that were hollow, rotten or infested with insects. Please be sure that all limbs are sturdy and regularly evaluated to be sure that they do not pose a safety hazard.

Food Service

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 based on consultants' observation and staff statements that two vegetable or fruit servings were not provided. The lunch that was observed to be prepared and served during visit included eggs, cheese, grapes, bread and 1% milk. An additional fruit or vegetable component was required.

Note: Director was observed to be serving milk correctly based on the ages of the children and now serves only 1% milk in response to previous citation.

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. Director will review USDA food program guidelines to ensure that the required components are served.

Correction Deadline: 2/24/2017

Recited on 2/23/2017

Correction Deadline: 8/17/2016

Corrected on 2/23/2017

.15(4) - All feeding chairs were observed to be fitted with a safety strap installed.

Health and Hygiene

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

Met

Comment

Observed-Proper Diapering

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

Met

Comment

Ensure Lids Remain on Trash Container

Comment

Observed-Proper Hand Washing Throughout

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

Met

Comment

Discussed-Documentation/Procedures

Policies and Procedures

591-1-1-.27 Posted Notices

Met

Correction Deadline: 8/17/2016

Corrected on 2/23/2017

.27(f) - All required notices were observed to be posted.

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Positive Learning Environment

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

Met

Comment

No Field Trips at This Time - Director stated that when field trips are taken, parents accompany their children and provide transportation.

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

Not Met

Comment

Observed-Complete Documentation

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 based on consultant's observation that vehicles used to transport children were not free of hazardous items. It was observed that the fire extinguisher and first aid kit in one of the two vehicles used to transport children was not anchored. Unsecured objects could cause injury in the event of a crash. Also, a can of vehicle repair paint (labeled "Robert Hutson Paint & Body") was observed in the front seat cup holder of the same vehicle. In the second vehicle, a can of Lysol was observed in the "cubby" in the front seat.

POI (Plan of Improvement)

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

Correction Deadline: 2/24/2017

Sleeping & Resting Equipment

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

Met

Comment

Discussed-SIDS/Infant Sleeping Position. Cribs were observed to be available for all children under the age of 12 months, although mats were being used for two of the older infants based on their development.

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 1

Staff # 2

Not Met

Date of Hire: 01/11/2006

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.09 Criminal Records Check(CR)**Not Met****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 that one of seven employees did not have a Satisfactory Fingerprint Records Check Determination on file. This employee was hired prior to January 1, 2014 and has only a local check on file. A one-day letter was left with director.

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: 2/24/2017

591-1-1-.24 Personnel Records**Technical Assistance****Technical Assistance**

591-1-1-.24 requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain information noted in 591-1-1-.24(a-h). Director was unable to locate one of the staff records. Please ensure that all staff files are kept accessible at all times.

Correction Deadline: 2/28/2017

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(b) requires teachers/lead caregivers to meet minimum qualifications. Based on a review of records and staff statements, it was determined that there was no lead teacher on staff in the infant room who has obtained the required credentials.

POI (Plan of Improvement)

The Center will ensure that teachers/lead caregivers meet minimum qualifications. Director stated that she is in the process of hiring a teacher who has the required qualifying credentials.

Correction Deadline: 3/9/2017

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