



**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:** 3/8/2017      **VisitType:** Monitoring Visit      **Arrival:** 2:00 PM      **Departure:** 4:30 PM

**CCLC-38592**

**Bright Beginning Early Learning Center**

1629 Beecher Street Atlanta, GA 30311 Fulton County  
 (678) 812-3261 brightbeginelc@gmail.com

**Regional Consultant**

Lajuana Williams  
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**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.
03/08/2017	Monitoring Visit	Good Standing	
08/12/2016	Licensing Study	Good Standing	
02/05/2016	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	A- 1R	Infants and One Year Olds and Two Year Olds	1	16	NC	20	C	NA	NA	Nap
Main	B - 1L	Three Year Olds and Four Year Olds	0	7	NC	14	C	19	C	Nap
Total Capacity @35 sq. ft.: 34			Total Capacity @25 sq. ft.: 39							
Total # Children this Date: 23			Total Capacity @35 sq. ft.: 34			Total Capacity @25 sq. ft.: 39				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	29	C

**Comments**

Plan of Improvement: Developed This Date 03/08/2017

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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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Sherita Daniel, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 3/8/2017      **VisitType:** Monitoring Visit      **Arrival:** 2:00 PM      **Departure:** 4:30 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

**Children's Records**

**591-1-1-.08 Children's Records**

**Not Met**

**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 observation of children records that a complete file was missing for two children and addresses for authorized release persons was missing for one child.

**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: 3/8/2017**

**Recited on 3/8/2017**

**Facility**

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

Observation-No Hazards Accessible

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

591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. It was determined based on observation that jagged concrete was accessible on the sidewalk on the right side of the playground.

**POI (Plan of Improvement)**

To ensure the cleanliness, sanitation and safety of the playground, the center will ensure the concrete is inaccessible.

**Correction Deadline: 3/8/2017**

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

Staff Stated Proper Knowledge

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

Observed-Staff Remind Children Wash Hand

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

Medication was not dispensed.

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

591-1-1-.21(p) - Please ensure emergency plans and procedures are updated to meet the current requirements. Templates as well as the new emergency drill form can be obtained from [www.decal.ga.gov](http://www.decal.ga.gov) under Child Care Center forms.

**Correction Deadline: 3/13/2017**

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Observed-Positive Learning Environment

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

No Field Trips at This Time

**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on observation that emergency medical information was not maintained on the vehicle in the vehicle for three children transported.

**POI (Plan of Improvement)**

The center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 3/8/2017**

**Recited on 3/8/2017**

**Correction Deadline: 8/13/2016**

**Corrected on 3/8/2017**

**.36(7)(c)5. - Previous cite corrected. Please ensure to maintain checklists on file for at least one year.**

**Sleeping & Resting Equipment**

**Comment**

Discussed-SIDS/Infant Sleeping Position

**Technical Assistance**

591-1-1-.30(1)(e) - Please ensure that the children a placed head to toe when placed on the floor for nap.

**Correction Deadline: 3/9/2017**

**Staff Records**

**Records Reviewed: 9**

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

Staff # 1

Not Met

Date of Hire: 07/11/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate, .33(2)-Health & Safety Certificate

Staff # 5

Not Met

Date of Hire: 03/02/2017

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate, .33(2)-Health & Safety Certificate

Staff # 8

Not Met

Date of Hire: 01/23/2017

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate, .33(2)-Health & Safety Certificate

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

Criminal Records Check complete

**Comment**

Three new staff hired since last visit

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**591-1-1-.14 First Aid & CPR****Not Met****Technical Assistance**

591-1-1-.14 - Please ensure 100% of direct care staff is certified by June 30, 2017.

**Finding**

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on the observation that the Director did not have evidence of training on file and the center required four staff to be certified in the training. The center had evidence of training on file for three staff

**POI (Plan of Improvement)**

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

**Correction Deadline: 4/7/2017****Recited on 3/8/2017**

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

Please ensure all staff have evidence of Health/Safety Orientation training on file by June 30, 2017. All new staff should have training on file within 90 days of their employment.

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

591-1-1-.31(11) requires the Center to have qualified and sufficient direct-care, clerical, housekeeping, maintenance and other employees to ensure full compliance with these rules without neglecting the supervision of children. It was determined based on observation that inadequate staff was available on site to maintain proper ratios and supervision.

**POI (Plan of Improvement)**

The Center will ensure that an adequate number of qualified employees is available to ensure full compliance with these rules without neglecting the supervision of the children.

**Correction Deadline: 3/8/2017****Recited on 3/8/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Not Met****Comment**

Discussed-Naptime Ratios

**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 that a ratio of 0:7 was maintained in the three and four year old classroom when staff left the classroom unattended. Additionally, a ratio of 1:16 was maintained in the infant and toddler classroom with three infants, a one year old and twelve 2 year old children present, exceeding the maximum group size.

**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: 3/8/2017**

**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 observation that there was a mixed age group of 16 children present in the right classroom with one staff person. Because the group consisted of three infants, a one year old and 12 two-year-old children, two staff persons were required.

**POI (Plan of Improvement)**

To ensure adequate Staff:child ratios in mixed age groups. The center will maintain adequate staff on the premises for supervision.

**Correction Deadline: 3/8/2017**

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**591-1-1-.32 Supervision(CR)****Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times. It was determined that children were not supervised in that children in the three and four year old classroom were left unattended.

**POI (Plan of Improvement)**

The center will provide training to staff and monitor to ensure that children are supervised at all times.

**Correction Deadline: 3/8/2017**