



**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:** 3/14/2018    **VisitType:** Monitoring Visit    **Arrival:** 12:20 PM    **Departure:** 2:00 PM

**CCLC-917**

**Learning Time Child Development Center**

141 Langley Dr. Lawrenceville, GA 30046 Gwinnett County  
 (770) 822-0354 learningtime141@gmail.com

**Regional Consultant**

Kati Cosby  
 Phone: (912) 544-8606  
 Fax: (912) 544-9425  
 kati.cosby@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★

<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.
03/14/2018	Monitoring Visit	Good Standing	
11/09/2017	Licensing Study	Good Standing	
04/26/2017	Licensing Study	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
Bldg 2	A	PreK	2	22	C	24	C	34	C	Lunch
Total Capacity @35 sq. ft.: 24			Total Capacity @25 sq. ft.: 105							
Main	Back Left	One Year Olds and Two Year Olds	1	9	C	16	C	NA	NA	Nap
Main	Back Right	Three Year Olds and Four Year Olds	1	15	C	22	C	31	C	Lunch
Main	Front Left		0	0	C	17	C	24	C	
Main	Infant-Center	Infants and One Year Olds	4	4	C	10	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 65			Total Capacity @25 sq. ft.: 75							
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 89			Total Capacity @25 sq. ft.: 105				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	81	C
Main	B	27	C

**Comments**

Plan of Improvement: Developed This Date 03/14/2018

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](http://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.

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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)



**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](mailto:qualityrated@dec.al.ga.gov)

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Nicole Stanback, Program Official

Date

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Kati Cosby, Consultant

Date



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### Findings Report

**Date:** 3/14/2018    **VisitType:** Monitoring Visit    **Arrival:** 12:20 PM    **Departure:** 2:00 PM

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The following information is associated with a Monitoring Visit:

<b>Activities and Equipment</b>
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**591-1-1-.03 Activities** **Met**

Correction Deadline: 11/13/2017

Corrected on 3/14/2018

.03(2) - Previous citation was corrected on this date in that Lesson Plans were observed on this date.

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

Correction Deadline: 11/9/2017

Corrected on 3/14/2018

.12(4) - Previous citation was corrected in that all tvs and furniture was observed to be installed properly and not posing a hazard to children on this date.

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

**Comment**

Center does not provide swimming activities.

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)** **Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

Correction Deadline: 11/9/2017

Corrected on 3/14/2018

.25(13) - Previous citation was corrected in that no hazards were observed accessible to children on this date.

Correction Deadline: 11/10/2017

Corrected on 3/14/2018

.25(8) - Previous citation was corrected in that all outlets were observed to have the appropriate amount of covers installed on this date.

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

**Not Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**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 observations, that in the front right corner of the playground a large gap was present where the fencing was not anchored to the ground and an entrapment hazard was present. It was further determined, that in the back right corner and along the back portion of the fencing there was a hole in the fence with a five inch gap and a gap at the bottom of the fencing and was posing an entrapment hazard. The consultant also observed a twelve foot portion of fencing that was not attached to the top cross bar. The Director called the maintenance staff to the Center during the visit to make the necessary repairs.

**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: 3/28/2018**

**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, based on observations, that four of four swing chains had cracked and peeling plastic.

**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: 3/24/2018**

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**Health and Hygiene**

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.20(3) - The Consultant discussed that all dates listed by parents to administer medication should have documentation notating each individual day and situation for administration.

**Correction Deadline: 3/14/2018**

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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

Complete documentation of transportation observed.

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

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**Staff Records**

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**Records Reviewed: 10****Records with Missing/Incomplete Components: 2**

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Staff # 4

Not Met

Date of Hire: 01/03/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 8

Not Met

Date of Hire: 10/04/2016

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

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

Criminal records checks were observed to be complete and three new staff files were observed on this date.

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined, based on review of records, that staff hired on December 24 and 11, 2017 did not have evidence of an initial orientation.

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

**Correction Deadline: 3/16/2018****Correction Deadline: 3/28/2018**

Corrected on 3/14/2018

.33(3) - Previous citation was corrected in that all staff had completed the Health and Safety training as required. Two new employees will enroll and complete the course by March 16, 2018.

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591-1-1-.31 Staff(CR)

Met

**Comment**

Lead Teacher education credentials were in compliance on this date.

<b>Staffing and Supervision</b>
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591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

Met

**Comment**

Adequate supervision observed on this date.