



**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: 4/11/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 4:45 PM

CCLC-50716

A Step Above Learning Center-Union City

5085 Union Street Union City, GA 30291 Fulton County
(678) 489-2538 astepabove2017@gmail.com

Regional Consultant

Neli Todorova
Phone: (770) 359-5167
Fax: (678) 891-5630
neli.todorova@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.
04/11/2019	Initial Licensing Study	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-1L-Infants & 1's	Infants	1	4	C	14	C	NA	NA	Free Play
Main	B-2L-3's & Up		0	0	C	15	C	NA	NA	
Main	C-2R-1's	Three Year Olds and Four Year Olds	1	17	C	20	C	NA	NA	Outside
Main	D-1R 1's & 2's	Two Year Olds	1	13	C	15	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 60						Total Capacity @25 sq. ft.: 0		Building capacity limited by Fire Marshall Limitations		
Total # Children this Date: 34			Total Capacity @35 sq. ft.: 60			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A-Infant/Toddler	6	C
Main	PG All Ages	53	C

Comments

Plan of Improvement: To Be Submitted 04/18/2019

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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@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.

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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov

Tia Hardy, Program Official

Date

Neli Todorova, Consultant

Date



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Findings Report

Date: 4/11/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:30 AM **Departure:** 4:45 PM

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

On this date, the Center Director/Administrator stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

Children's Records

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

Technical Assistance

Technical Assistance

Please ensure that the children's enrollment forms are completed in their entirety.

Technical Assistance

591-1-1-.08(5) - Please make sure that there is a record of attendance for each child for the last 12 months.

Correction Deadline: 4/11/2019

Facility

591-1-1-.06 Bathrooms

Met

Comment

Please monitor bathrooms for necessary supplies.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

Comment

The provider submitted a Variance/Waiver application for distance to the bathroom from classroom D-1R- 2's that measured at 15.4 FT.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

Comment

The program has the following capacity limitations: Fire Marshall limits the capacity to 60.

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

Technical Assistance

Technical Assistance

591-1-1-.25(17) - Please ensure that all weeds on the playground are cut/removed regularly.

Correction Deadline: 4/11/2019

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

Technical Assistance

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(2) - Please ensure that the capacity limits for the playgrounds are followed.

Correction Deadline: 4/11/2019

Technical Assistance

591-1-1-.26(4) - Please ensure that the rust on the portion of the fence around the entrance to the playground is removed.

Correction Deadline: 4/11/2019

Technical Assistance

591-1-1-.26(9) - Please ensure that the edges on the concrete platform leading from the building to the Infant Playground is covered with mulch or any other non-hazardous material.

Correction Deadline: 4/11/2019

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Technical Assistance

591-1-1-.15(3) - Please ensure that all baby bottles are labeled with the child's name and dated.

591-1-1-.18 Kitchen Operations

Not Met

Finding

591-1-1-.18(6) requires that non-disposable dishes, glasses and silverware are properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried. It was determined based on consultant's observation that the center had a two compartment sink but no dishwasher and non-disposable dishes were not being used.

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Correction Deadline: 5/10/2019

Health and Hygiene

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

Not Met

Finding

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open. It was determined based on consultant's observation that there were no screens on both windows used for ventilation in classroom D-1R.

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Correction Deadline: 4/25/2019

Finding

591-1-1-.10(2) requires Centers first licensed after March 1, 1991, and Centers that renovate existing plumbing facilities, to have a hand washing sink with running heated water located adjacent to the diapering area. Flush sinks shall not be used for hand washing. Cleansing procedures in other facilities shall be approved by the Department. It was determined based on consultant's observation that there was no sink available in diapering classroom D-1R.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

The provider stated that no medication is administered at the center. Discussed proper medication documentation and procedures.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

The Center Director and Owner stated that the Center will not provide routine Transportation and Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Center Director and Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation, and ensure all Transportation/Field Trip regulations, checklists/forms and vehicle requirements are met. Further, Consultant stated to Center Director and Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Not Met**

Comment

Discussed SIDS and infant sleeping position.

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Finding

591-1-1-.30(1)(a) requires a crib that is safety approved in compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards be provided for each infant. It was determined based on consultant's observation that the following cribs did not meet safety standards :

*One crib in classroom A-1L had a manufacturer's date of June, 2005 and had connecting bolts missing at the bottom of the crib. There was no child placed in the crib at the time of the visit.

* One crib sold by IKEA had no manufacturer's date on it and the center had no documentation to establish compliance with the safety standards.

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Correction Deadline: 4/21/2019

Technical Assistance

591-1-1-.30(1)(b) - Please ensure that the mats used for resting are at least two inches thick and are stored in a way that makes them inaccessible to the children.

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Correction Deadline: 4/11/2019

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 1

Staff # 1

Not Met

Date of Hire: 03/15/2019

"Missing/Incomplete Components"

.31(1)(b)2.-Director Qualifications-Education Missing

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Met

Comment

Comprehensive Criminal record checks were observed to be complete for seven staff.

591-1-1-.14 First Aid & CPR

Met

Comment

Evidence observed more than 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Met

Comment

Discussed: First aid/CPR and Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Not Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on review of records that there was no evidence of the required educational credentials on file for the Director.

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Correction Deadline: 5/10/2019

Staffing and Supervision

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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 consultant's observation that in classroom D-1R one staff was supervising a group 15 two year old children, when a ratio of 1:10 is required..

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Correction Deadline: 4/11/2019

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 consultant's observations and staff interviews that there was one teacher in classroom C-2R that was supervising a group of 17 children. Four of the children were age three and 13 were four-years-old. Since the three year olds comprised more than 20% of the class, a ratio of two staff for 17 children was required.

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Correction Deadline: 4/11/2019

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

Met

Comment

A supervision plan was created on this date. Due to the shape of the playground two staff will be available. Additional staff will be available to supervise the children when using the bathroom in the hallway.