



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: 4/30/2018 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 1:30 PM

CCLC-18603

A Step Ahead Learning Center

340 Wilkerson Rd. Rex, GA 30273 Henry County
 (678) 565-1910 info@asalearning.com

Regional Consultant

Kenyatta Wade
 Phone: (770) 357-1953
 Fax: (770) 357-1954
 kenyatta.wade@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★

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.
04/30/2018	Licensing Study	Good Standing	
10/12/2017	Complaint Closure	Good Standing	
10/11/2017	Complaint Investigation & 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
2nd Building	School Age		0	0	C	20	C	29	C	
Total Capacity @35 sq. ft.: 20			Total Capacity @25 sq. ft.: 212							
Main	1L schoolage		0	0	C	9	C	NA	NA	Not In Use
Main	1R G - 3 yr olds	Four Year Olds	1	12	C	18	C	NA	NA	Free Play
Main	2L B - Older Infants	Six Year Olds and Over	1	12	C	16	C	NA	NA	Circle Time
Main	2R J - 4 yr olds	Four Year Olds	1	18	C	21	C	NA	NA	Free Play
Main	3L C - Toddlers	Five Year Olds	1	18	C	17	NC	NA	NA	Centers
Main	3R H - 3 yr olds	Three Year Olds	2	27	C	31	C	NA	NA	Circle Time
Main	4L D - Toddlers	Two Year Olds	1	11	C	18	C	NA	NA	Music
Main	4R I - 4 yr olds		0	0	C	20	C	NA	NA	
Main	5L E - 2 yr olds	One Year Olds	2	14	C	21	C	NA	NA	Free Play
Main	6L F - 2 yr olds	Two Year Olds	2	17	C	21	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 192			Total Capacity @25 sq. ft.: 212							
Total # Children this Date: 129			Total Capacity @35 sq. ft.: 212			Total Capacity @25 sq. ft.: 212				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Area A - Left Side - 2 yr olds	68	C
Main	Area A - Right Side - 3 to 12 yr olds	56	C

Comments

The purpose of this visit is to conduct a licensing study.

Plan of Improvement: No Plan Developed

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.

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@decals.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://decals.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). 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.decals.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@decals.ga.gov

Nina Killins, Program Official	Date	Kenyatta Wade, Consultant	Date
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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

Consultant discussed with center staff ensuring that lesson plans are posted and updated.

Correction Deadline: 4/30/2018

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

Met

Comment

A variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

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

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)**Met****Comment**

Discussed movement of children to maintain capacities.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined that a teacher's purse and tote bag was observed a low shelf in the kindergarten classroom accessible to children in care.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/30/2018**Recited on 4/30/2018**

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

Consultant discussed placing a four foot barrier around the air conditioning unit leading to the second building.

Correction Deadline: 4/30/2018**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined by consultant observation that concrete was exposed near the yellow sliding equipment, also there was exposed black tarp throughout the right side of the playground area posing a tripping hazard.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 4/30/2018

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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**

Documentation for medication dispensing observed complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

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

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Staff Records**Records Reviewed: 14****Records with Missing/Incomplete Components: 2**

Staff # 2

Not Met

Date of Hire: 09/29/2008

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8

Not Met

Date of Hire: 02/07/2013

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing

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

Criminal records checks were observed to be complete.

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

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined by a review of records that six staff had current CPR/First Aid out of twenty-six employees.

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 and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 5/30/2018

591-1-1-.33 Staff Training**Met****Correction Deadline: 7/19/2017****Corrected on 4/30/2018****Previous citation observed as complete. Ten hour of annual training was observed for all current staff.**

591-1-1-.31 Staff(CR)**Met****Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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 by consultant observation that a ratio of 11:1 was observed in the younger two-year-old class.

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: 4/30/2018

591-1-1-.32 Supervision(CR)**Met****Comment**

Adequate supervision observed on this date.