



**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:** 7/24/2017 **VisitType:** Licensing Study

**Arrival:** 7:55 AM

**Departure:** 11:00 AM

**CCLC-39878**

**Innovation Station Early Learning Center**

1402 Dogwood Circle West Point, GA 31833 Troup County  
(706) 501-1444 sdavidson.iselc@gmail.com

**Regional Consultant**

Laura Swann

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**Mailing Address**

1402 dogwood circle  
west point, GA 31833

<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.
07/24/2017	Licensing Study	Good Standing	
02/16/2017	Monitoring Visit	Good Standing	
10/12/2016	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- Left		0	0	C	15	C	NA	NA		
Main	B- Back right	Four Year Olds	1	1	C	15	C	NA	NA	Story	
Main	C- Front Right	Infants and One Year Olds and Two Year Olds	1	7	C	15	C	NA	NA	Free Play, Floor Play	
Total Capacity @35 sq. ft.:			45			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			8			Total Capacity @35 sq. ft.:			45		
						Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	All Ages	99	C

**Comments**

Plan of Improvement: Developed This Date 07/24/2017

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).



**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.



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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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Sabrina Davidson, Program Official

Date

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Laura Swann, Consultant

Date



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### Findings Report

**Date:** 7/24/2017 **VisitType:** Licensing Study **Arrival:** 7:55 AM **Departure:** 11:00 AM

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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**

591-1-1-.03(2) - Consultant discussed with the director the need to have current lesson plans posted in the classrooms.

**Correction Deadline: 7/24/2017**

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

**Met**

**Comment**

Observed-Variety Throughout Center

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

**N/A**

**Comment**

No Swimming Activities Provided

### Children's Records

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08(1) - Consultant reviewed with the director the need to ensure enrollment forms are filled out completely and "no Liability insurance" form is signed by parents and maintained in each child's record.

**Correction Deadline: 7/24/2017**

### Evening Care

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**591-1-1-.32 Staffing/Supervision(CR)****Not Evaluated****Comment**

No children enrolled in evening care hours on this date.

**Facility**

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**591-1-1-.06 Bathrooms****Met****Comment**

Observation-Clean and Well Maintained

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

Licensed Capacity Routinely Met

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

591-1-1-.25(13) - Consultant discussed with the director the need to monitor items in children's reach for the warning label "Keep out of reach of children".

**Correction Deadline: 7/24/2017**

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**591-1-1-.25 Physical Plant-Structural/Mechanical****Met****Comment**

591-1-1-.25(1) - Center was clean.

**Correction Deadline: 7/24/2017**

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Correction Deadline: 2/28/2017****Corrected on 7/24/2017****.26(7) - Correction observed on this date. Resilient surface was six inches and adequate space was behind the swings.****Technical Assistance**

591-1-1-.26(9) - Consultant discussed with the director the need to monitor the black landscaping mat on the playground to ensure it is covered by resilient surface.

**Correction Deadline: 7/24/2017****Health and Hygiene**

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**591-1-1-.07 Children's Health****Technical Assistance****Technical Assistance**

591-1-1-.07(5) - Consultant reviewed the rule with the director that children are not permitted to wear around their necks or attach to their clothing pacifiers or other hazardous items.

**Correction Deadline: 7/24/2017**

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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Correction Deadline: 2/16/2017****Corrected on 7/24/2017****.10(3)(c) - Correction observed on this date. Hazardous items were out of children's reach in the diapering area.**

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

Correction Deadline: 2/16/2017

Corrected on 7/24/2017

.17(7)(e) - Correction observed on this date. Children's hands were washed after diapering.

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

Comment

591-1-1-.20 - No medication administered per the director.

**Policies and Procedures**

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591-1-1-.21 Operational Policies & Procedures Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on staff statements and observation fire drills nor tornado drills have been completed since November 2016.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years. The center will conduct fire drills monthly and tornado/emergency drills every six months.

Correction Deadline: 7/29/2017

**Safety**

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591-1-1-.05 Animals Not Evaluated

Comment

No Animals Kept

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

Comment

Observed-Discussion/Redirection

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591-1-1-.13 Field Trips(CR) Not Evaluated

Comment

No Field Trips at This Time

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591-1-1-.36 Transportation(CR) Not Evaluated

Comment

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

Comment

Correct number of mats were observed on this date.

**Staff Records**

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

Criminal Records Check complete

**Comment**

One hired since last visit

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**591-1-1-.14 First Aid & CPR****Met****Comment**

Observed-50% Certified First Aid &amp; CPR

**Comment**

Reminder-replace/add Item when used in the first aid kit.

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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 one employee did not have initial orientation completed.

**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: 7/24/2017**

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

Lead staff education requirements

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Technical Assistance****Correction Deadline: 2/16/2017****Corrected on 7/24/2017****.32(1) - Correction observed on this date.****Technical Assistance**

591-1-1-.32(4) - Consultant reviewed with the director the rules for children under three-years-old being mixed with older children only being allowed the first and last hour of business.

**Correction Deadline: 7/24/2017**

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

Observed-Adequate Supervision