



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: 7/27/2017 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:50 AM

CCLC-38881

Lester's Learning Academy

2520 Woodland Way Brunswick, GA 31520 Glynn County
 (912) 571-5659 misssherice26@yahoo.com

Regional Consultant

Brandon Cason
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 carrie.spangler@decal.ga.gov

Mailing Address

P.O. Box 2804
 Brunswick, GA 31520

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. 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.
07/27/2017	Licensing Study	Good Standing	
03/14/2017	Monitoring Visit	Good Standing	
11/02/2016	POI Follow Up	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
Lester's	A	Three Year Olds and Four Year Olds and Five Year Olds	1	13	C	13	C	NA	NA	Centers
Lester's	B	One Year Olds and Two Year Olds	3	19	C	22	C	NA	NA	Free Play
Lester's	C		0	0	C	7	C	NA	NA	
Lester's	D	Infants	1	4	C	10	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 52					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 36			Total Capacity @35 sq. ft.: 52			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Lester's	A	24	C
Lester's	B	6	C

Comments

This was the first visit of the fiscal year. The provider stated that the facility does not have after school children during the school year. A one-day-letter was left with the provider on this date.

Plan of Improvement: Developed This Date 07/27/2017

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. 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(j)(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@dec.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.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)

Kimball Middlebrooks, Program Official

Date

Brandon Cason, 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-.12 Equipment & Toys(CR)

Not Met

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined on this date through the consultant's observation that in the infant room wallpaper was peeling exposing sheet rock to the children in care. Furthermore, it was determined that a children's blue soft couch was bursting at the seams and not able to be properly sanitized and disinfected as required.

POI (Plan of Improvement)

The Center will repair/replace the wallpaper to ensure that the sheet rock is not exposed to the children in care. The director covered the areas that were bursting at the seams on the children's blue soft couch.

Correction Deadline: 7/27/2017

Technical Assistance

The consultant and provider discussed that this rule requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over.

Correction Deadline: 7/27/2017

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

N/A

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)(b)-Work Address Missing,.08(1)(b)-Work Number Missing

Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(b)-Work Number Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(b)-Work Address Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(b)-Work Address Missing,.08(1)(b)-Work Number Missing	

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

Not Met

Finding

591-1-1-.08(1) requires the 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. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined on this date through the consultant's observation that the following information was missing from the children's records:

- *In two of four records, two of two parents work address and phone number was missing.
- *In one of four records, one of two parents work address was missing.
- *In one of four records, one of two parents work phone number was missing.

POI (Plan of Improvement)

Center staff will obtain the missing information.

Correction Deadline: 7/27/2017

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined on this date through the consultant's observation that 36 of 36 children were not documented as being present by Parent or authorized person at the time of arrival.

POI (Plan of Improvement)

The Center will ensure that the Parent or authorized person documents the date, the child's name, the arrival and departure times and their signature or initials.

Correction Deadline: 7/28/2017

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

Met

Comment

Licensed Capacity Routinely Met

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

Reminder-Keep Hazards Inaccessible

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

The consultant observed a thorny vine along the right side of the fence on the older playground. The consultant and director discussed removing the thorny vine to ensure it is not a hazard to the children in care.

Correction Deadline: 7/27/2017

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Correction Deadline: 3/14/2017****Corrected on 7/27/2017****This citation observed to be corrected as of this date.**

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Staff Remind Children Wash Hand

Correction Deadline: 3/14/2017**Corrected on 7/27/2017****This citation observed to be corrected as of this date.**

591-1-1-.20 Medications(CR)**N/A****Comment**

The provider stated that as of this date that no routine medication was being dispensed.

Correction Deadline: 7/27/2017

Policies and Procedures

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 on this date though the consultant's observation that the emergency drills were not documented as being conducted in May and June 2017.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 7/31/2017

Safety

591-1-1-.05 Animals **N/A**

Comment

No Animals Kept

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

Comment

Observed-Discussion/Redirection

591-1-1-.13 Field Trips(CR) **N/A**

Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR) **N/A**

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

Correct number of mats; disinfecting discussed

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

591-1-1-.09 Criminal Records Check(CR) **Not Met**

Comment

The consultant left a copy of the satisfactory fingerprint determination for four staff members.

Finding

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. It was determined on this date through the consultant's observation that two staff members did not have a satisfactory records check determination before being present at the facility while children were present.

POI (Plan of Improvement)

The Center will ensure that valid evidence of satisfactory CRC's are maintained and are immediately available to the Department for the duration of the Employees employment plus one year.

Correction Deadline: 7/28/2017

Recited on 7/27/2017

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

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined on this date through the consultant's observation that six employees did not have documentation to show that the health and safety training was completed.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 8/26/2017

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

Met

Comment

The consultant and provider discussed that this rule prohibits Center Staff from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center and requires Center staff to comply with all applicable laws and regulations.

Correction Deadline: 7/27/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision