



**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:** 7/29/2019    **VisitType:** Licensing Study    **Arrival:** 12:30 PM    **Departure:** 2:30 PM

**CCLC-36016**

**Kiddie Kottage Learning Academy**

515 West Solomon Street Griffin, GA 30223 Spalding County  
 (770) 227-6766 routetamika@yahoo.com

**Regional Consultant**

Brandi Mangino

Phone: (478) 314-9726

Fax: (478) 599-0169

brandi.mangino@decal.ga.gov

Joint with: Charlene Story

**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.
07/29/2019	Licensing Study	Good Standing	
06/26/2019	POI Follow Up	Good Standing	
05/08/2019	Complaint Closure	Support	

**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	1st Left		0	0	C	9	C	NA	NA	
Main	1st Right		0	0	C	5	C	8	C	
Main	2nd Left	One Year Olds	1	4	C	9	C	NA	NA	Nap
Main	2nd Right	Three Year Olds	1	14	C	18	C	NA	NA	Nap
Main	Far Back	Two Year Olds	2	8	C	13	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 50						Total Capacity @25 sq. ft.: 0		Building capacity limited by Insufficient Toilets/Sinks		
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground- B	26	C
Main	Playground-A	68	C

**Comments**

Plan of Improvement: Developed This Date 07/29/2019

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](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.

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](mailto:qualityrated@decal.ga.gov)

Chandra Varner, Program Official \_\_\_\_\_ Date

Brandi Mangino, Consultant \_\_\_\_\_ Date

Charlene Story, Consultant \_\_\_\_\_ Date



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### Findings Report

**Date:** 7/29/2019    **VisitType:** Licensing Study    **Arrival:** 12:30 PM    **Departure:** 2:30 PM

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The following information is associated with a Licensing Study:

**Activities and Equipment**

**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.

**Facility**

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

**Comment**

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

Consultant discussed to dust the ventilation fan in the restroom of the 2nd right room.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Technical Assistance**

Consultant discussed that plastic bags needs to be inaccessible to children in care.

**Technical Assistance**

Consultant discussed that the wood at the bottom of the ramp on the infant/toddler playground needs replaced as it has chipping wood. Consultant also discussed that the vent at the bottom of the porch on the infant and toddler playground has an exposed gap that needs to be closed.

**Correction Deadline: 7/29/2019**

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

Consultant discussed that the vines on the back playground need to be treated.

**Correction Deadline: 7/29/2019****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 consultant observation that three of three infant swings and four of four swings on the back playground needed S hooks closed.

**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: 8/8/2019****Technical Assistance**

Consultant discussed that the roots on the back playground had exposed tree roots that need to be covered or sprayed by the ball goal. Consultant also discussed that the red metal on the slide need to be sanded due to exposed rust.

**Correction Deadline: 7/29/2019**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

Consultant discussed that the kitchen counters need to be secured at the back and the grease needs to be cleaned off the walls.

**Correction Deadline: 7/29/2019**

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**591-1-1-.18 Kitchen Operations****Technical Assistance****Technical Assistance**

Consultant discussed to monitor dates on milk.

**Correction Deadline: 7/29/2019**

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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**

Handwashing requirements were discussed as children were napping at the time of the visit.

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

The Provider currently does not dispense/administer medication.

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**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 a review of records that the center did not conduct a lockdown drill every six months as required as one has not been completed for the 2019 year.

**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: 8/3/2019**

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**Safety**

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

Children were napping at the time of the visit. Discipline was discussed with staff on this date.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

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**Sleeping & Resting Equipment**

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

Pleasant naptime environment observed.

**Technical Assistance**

Consultant discussed that the mats being used throughout have exposed foam that need repair.

**Correction Deadline: 8/8/2019**

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**Staff Records**

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

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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

Please replace/add missing/expired item(s) in first aid kit(s).

**Finding**

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on a review of records that one lead staff member had an expired CDA.

**POI (Plan of Improvement)**

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

**Correction Deadline: 7/29/2019**

<b>Staffing and Supervision</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

**Comment**

Center observed to maintain appropriate staff:child ratios.