



**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:** 12/16/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:20 AM **Departure:** 1:15 PM

**CCLC-11072**

**Kids Time Academy**

9562 Bells Ferry Road Canton, GA 30114 Cherokee County  
 (770) 345-0636 doris@kidztimeacademy.com

**Regional Consultant**

Coty Cummings

Phone: (770) 357-4919

Fax: (770) 357-4918

coty.cummings@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
12/16/2019	Complaint Investigation & Monitoring Visit	Good Standing
07/05/2019	Incident Investigation Closure	Deficient
06/20/2019	Licensing Study	Good Standing

**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.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 1	1L Turtles	One Year Olds	1	5	C	15	C	NA	NA	Art
Building 1	1R Cuddle Bugs/Infants	Infants and One Year Olds	2	6	C	24	C	NA	NA	Nap
Building 1	2L Turtles		0	0	C	16	C	NA	NA	Not In Use
Building 1	2R Butterfly I		0	0	C	19	C	NA	NA	Not In Use
Building 1	3L Bumble Bees I	Three Year Olds	1	11	C	18	C	NA	NA	Outside
Building 1	3R Pre-k	PreK	2	20	C	20	C	NA	NA	Centers
Building 1	4L Bumble bees II	Three Year Olds	1	12	C	19	C	NA	NA	Outside
			Total Capacity @35 sq. ft.: 131			Total Capacity @25 sq. ft.: 0				
Main	Back first left Butterfly 4 PreK3	PreK	2	16	C	21	C	NA	NA	Centers
Main	Back Left Middle Butterfly 3 PreK2	PreK	2	18	C	21	C	NA	NA	Centers
Main	Back Right Private PreK Dolphins	Four Year Olds	1	7	C	20	C	NA	NA	Art
Main	Capterpillars II 2nd Left	Two Year Olds and Three Year Olds	1	10	C	18	C	NA	NA	Transitioning
Main	Main 1st Left Caterpillars I	Two Year Olds	1	7	C	17	C	NA	NA	Free Play,Art


Total Capacity @35 sq. ft.: 97	Total Capacity @25 sq. ft.: 0
Total # Children this Date: 112	Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Playground Back Middle	74	C
Building 1	Playground Patio	9	C
Building 1	Playground Toddler Right	18	C
Main	Playground Back Right	43	C

**Comments**

Plan of Improvement: Developed This Date 12/16/2019

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.dec.al.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@dec.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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)

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Lynda Mull, Program Official

Date

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Coty Cummings, Consultant

Date



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### Findings Report

**Date:** 12/16/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:20 AM **Departure:** 1:15 PM

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The following information is associated with a Monitoring Visit:

**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**

Center does not provide swimming activities.

**Facility**

**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)** **Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.  
Consultant discussed chipping paint in the 4L room with director.

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

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation and measurements that on the middle playground, 0-3 inches of resilient surface was observed beneath the swings. On the back left playground 0-3 inches of resilient surface was observed beneath the swings and slide, curved ladder, and fireman's pole of the yellow and green climbing structure.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 12/26/2019**

**Health and Hygiene**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.10(4) - Consultant discussed with director using smooth diaper surfaces.

**Correction Deadline: 12/16/2019**

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

**Comment**

Staff were observed to remind children to wash hands.

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

**Met**

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Met**

**Comment**

Staff were observed to maintain a positive learning environment on this date.  
Redirection is stated to be used in the center.

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

**Met**

**Comment**

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

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

SIDS rules observed met on this date.

**Staff Records**

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 07/25/2017

Staff # 2

Met

**Records Reviewed: 11****Records with Missing/Incomplete Components: 0**

Date of Hire: 12/04/2019

Staff # 3 Met

Date of Hire: 04/23/2012

Staff # 4 Met

Staff # 5 Met

Staff # 6 Met

Date of Hire: 07/25/2017

Staff # 7 Met

Date of Hire: 04/07/2008

Staff # 8 Met

Staff # 9 Met

Date of Hire: 02/06/2016

Staff # 10 Met

Date of Hire: 02/25/2008

Staff # 11 Met

Date of Hire: 07/19/2016

**Staff Credentials Reviewed: 6****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Discussed portability with director.

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on observation that staff member #10 was observed working alone in a classroom with children with an expired satisfactory Comprehensive Records Check Determination.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will watch the CBC videos to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will watch the CBC videos to ensure the CRC rules are maintained.

**Correction Deadline: 12/16/2019**

**Finding**

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on observation that staff member #10 was observed working alone in a classroom with children with an expired satisfactory Comprehensive Records Check Determination.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will watch CRC videos to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will watch CRC videos to ensure CRC rules are maintained.

**Correction Deadline: 12/16/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

**The following information is associated with a Complaint Investigation Visit:**

**Staffing and Supervision**

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

**Met**

**Correction Deadline: 7/3/2019**

**Corrected on 12/16/2019**

**Previous citation observed corrected. Adequate supervision observed on this date.**