



**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:** 10/26/2020 **VisitType:** Licensing Study

**Arrival:** 3:30 PM

**Departure:** 7:10 PM

**CCLC-1123**

**Happy Kids Learning Center**

7139 Highway 29 South Hull, GA 30646 Madison County  
 (706) 546-8611 justingillespie@bellsouth.net

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

**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.
10/26/2020	Licensing Study	Good Standing	
11/26/2019	Complaint Closure	Good Standing	
11/26/2019	Complaint Investigation 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
Main	1R	Three Year Olds and Four Year Olds	1	12	C	23	C	NA	NA	Free Play
Main	2L		0	0	C	18	C	NA	NA	Not In Use
Main	2R		0	0	C	8	C	NA	NA	Not In Use
Main	3L	Infants	1	4	C	12	C	NA	NA	Free Play, Floor Play
Main	3R		0	0	C	10	C	NA	NA	Not In Use
Main	4L	One Year Olds and Two Year Olds	1	5	C	10	C	NA	NA	Floor Play
Main	4R		0	0	C	16	C	NA	NA	Not In Use
Main	5L		0	0	C	19	C	NA	NA	Not In Use
Main	A-1L	Six Year Olds and Over and PreK	1	12	C	21	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 132			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Health Department Limitations					
Total # Children this Date: 33			Total Capacity @35 sq. ft.: 132		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	back	107	C
Main	left playground	27	C
Main	right	16	C

### Comments

A virtual inspection was conducted on October 26, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An Administrative Review was conducted on October 26, 2020 staff records, children's files, training and background checks were all reviewed. The program was in compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 10/26/2020

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

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Justin Gillespie, Program Official

Date

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Kelly Jones, Consultant

Date



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### Findings Report

**Date:** 10/26/2020 **VisitType:** Licensing Study

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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.

**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.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

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

Bathrooms observed to be clean and well maintained.

**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**

**Correction Deadline: 1/3/2020**

**Corrected on 10/26/2020**

**.25(3) - The previous citation was observed to be corrected on this The classrooms appeared to be maintained and in good repair during the virtual walk through.**

**591-1-1-.26 Playgrounds(CR)****Not Met****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 an observation that the following items on the back playground contained chipping paint on this date:

- The yellow metal bus.
- The blue Truck

**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: 11/6/2020**

**Recited on 10/26/2020**

**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 that there was three inches of resilient surface under the swings on the Back playground not the required six inches of resilient surface required under climbing equipment and swings.

**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: 11/6/2020**

**Recited on 10/26/2020**

**Correction Deadline: 12/6/2019**

Corrected on 10/26/2020

.26(9) - The previous citation was observed to be corrected on this date. Consultant did not observe sharp edges of concrete exposed on the back playground. Consultant discussed with the director to observe and maintain all walk ways for washing due to rain. Consultant recommended marking uneven areas of concrete with paint and filling to avoid a tripping hazard in the future.

## 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

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper diapering procedures.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper hand washing procedures.

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

Met

#### Comment

The Provider currently does not dispense/administer medication.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Consultant discussed with provider to ensure to maintain records as required by the department.

### 591-1-1-.22 Parental Access

Met

#### Comment

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

**Correction Deadline: 10/26/2020**

### 591-1-1-.27 Posted Notices

Met

#### Comment

Observed all required posted notices.

### 591-1-1-.29 Required Reporting

Met

#### Comment

Thank you for reporting as required.

## Safety

### 591-1-1-.05 Animals

Met

#### Comment

Animals maintained clean and appropriately caged.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on this date. Staff stated knowledge of appropriate discipline procedures. Staff were observed to maintain a positive learning environment on this date.

### 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

Center does not provide routine transportation.

## Sleeping & Resting Equipment

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

Technical Assistance

#### Technical Assistance

591-1-1-.30 - 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. Consultant discussed with the director the storage of cots and sheets.

#### Comment

Discussed SIDS and infant sleeping position.

## Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Staff # 1

Met

Date of Hire: 10/11/2009

Staff # 2

Not Met

Date of Hire: 09/11/2019

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 07/29/2019

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4

Met

Date of Hire: 05/01/2005

Staff # 5 Not Met

Date of Hire: 10/01/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 6 Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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**Staff Credentials Reviewed: 5**

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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 November 26, 2019.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Consultant discussed with provider to ensure to maintain materials and supplies as required by the department.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

**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 based on a review of records that staff member # 5, hire date October 1, 2019 did not have evidence of Health and Safety Orientation Training on file on this date..

**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: 11/6/2020**

**Recited on 10/26/2020**

**Technical Assistance**

591-1-1-.33(4) - Consultant discussed training requirements of Four hours for staff working in the kitchen and preparing food.

**Correction Deadline: 11/25/2020**



**Finding**

Previously Cited: 591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that one staff did not complete ten hours of annual training for 2018.

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff # 2 hire date 9/11/2019, staff # 3 hire date 7/29/2019, and staff # 6 hire date 8/19/2016 didn't have evidence of the 10 hours of required training for the year 2019 on file on this date.,

**POI (Plan of Improvement)**

Previously Cited: The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/31/2020**

**Recited on 10/26/2020**

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

**Met**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on September 30, 2020.

**Staffing and Supervision**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff observed to provide direct supervision and be attentive to children's needs.