



**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:** 10/16/2019 **VisitType:** Licensing Study

**Arrival:** 9:15 AM

**Departure:** 12:50 PM

**CCLC-1193**

**Class Act Preschool & Childcare**

360 Old Mill Rd. Cartersville, GA 30120 Bartow County  
 (770) 386-8865 classactcc@gmail.com

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@dec.al.gov

**Mailing Address**

PO Box 2468  
 Cartersville, GA 30120

**Quality Rated:** No

<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.
10/16/2019	Licensing Study	Good Standing	
07/17/2019	Complaint Closure	Good Standing	
05/24/2019	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	A (Downstairs) 1st Classroom from Staircase-Pre-K	PreK	2	20	C	31	C	NA	NA	Centers
Main	A (Downstairs) 1st Classroom from Staircase-Pre-K		0	0	C	31	C	NA	NA	Not In Use
Main	B (Downstairs) 1st Left on Hallway	Three Year Olds and Four Year Olds	1	12	C	21	C	NA	NA	Centers
Main	B (Downstairs) 1st Left on Hallway		0	0	C	21	C	NA	NA	Not In Use
Main	C (Downstairs)		0	0	C	16	C	NA	NA	Not In Use
Main	D (Downstairs) 1st Right on Hallway		0	0	C	9	C	NA	NA	Not In Use
Main	D (Downstairs) 1st Right on Hallway		0	0	C	9	C	NA	NA	Not In Use
Main	E (Upstairs) 1R	Infants	2	5	C	15	C	NA	NA	Snack, Feeding
Main	E (Upstairs) 1R		0	0	C	15	C	NA	NA	Not In Use
Main	F (Upstairs) 1L		0	0	C	16	C	NA	NA	Not In Use
Main	F (Upstairs) 1L	One Year Olds and Two Year Olds	2	13	C	16	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 200						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

**Comments**

Consultant discussed criminal record check rules on this date.

Plan of Improvement: No Plan Developed

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).

	<p>Please refer to the website, <a href="http://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx">http://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx</a>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,</p> <ul style="list-style-type: none"><li>• 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</li><li>• New clearance is required at least once every five years</li><li>• Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance</li><li>• All staff members are required to have completed at least a national fingerprint based clearance check</li><li>• 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</li><li>• Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee</li></ul>
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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.

**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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Rita DiPenti, Program Official

Date

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Rachael Brown, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - Ensure lesson plans are dated and posted in a timely manner.

**Correction Deadline: 10/16/2019**

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**N/A**

**Comment**

Center does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 5**

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

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

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

591-1-1-.08(1) - Ensure complete address is obtained for persons authorized to pick up children. Ensure number for child's doctor is obtained.

**Correction Deadline: 10/16/2019**

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**Facility**

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

Licensed capacity observed to be met by center on this date.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

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

591-1-1-.26(8) - Ensure adequate mulch is placed in fall zones. Staff stated mulch is being added on this date.

**Correction Deadline: 10/26/2019**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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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**

Staff stated proper handwashing procedures.

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

Program observed complete emergency drills

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**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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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.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

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**Staff Records****Records Reviewed: 3****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 02/04/2005

Staff # 2

Met

Date of Hire: 07/29/2019

Staff # 3

Met

Date of Hire: 10/08/2019

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**Staff Credentials Reviewed: 2**

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

Criminal record checks were observed to be complete.

**Comment**

Director provided nine files for employees hired since last visit.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

**Comment**

Please add thermometer and tweezer in center first aid kit.

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**591-1-1-.33 Staff Training**

**Defer**

**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

**Defer**

591-1-1-.33(6)-Citation deferred until first regulatory visit of 2020.

**POI (Plan of Improvement)**

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: 6/1/2019**

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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.

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

**Met**

**Comment**

Adequate supervision observed on this date.