



**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:** 12/15/2020 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 11:00 AM

**CCLC-1193**

**Class Act Preschool & Childcare**

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

**Regional Consultant**

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@dec.al.ga.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.
12/15/2020	Licensing Study	Good Standing	
10/16/2019	Licensing Study	Good Standing	
07/17/2019	Complaint Closure	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	12	C	31	C	NA	NA	Centers
Main	A (Downstairs) 1st Classroom from Staircase-Pre-K		0	0	C	31	C	NA	NA	
Main	B (Downstairs) 1st Left on Hallway		0	0	C	21	C	NA	NA	
Main	B (Downstairs) 1st Left on Hallway	Three Year Olds and Four Year Olds	1	7	C	21	C	NA	NA	Centers
Main	C (Downstairs)		0	0	C	16	C	NA	NA	
Main	D (Downstairs) 1st Right on Hallway		0	0	C	9	C	NA	NA	
Main	D (Downstairs) 1st Right on Hallway		0	0	C	9	C	NA	NA	
Main	E (Upstairs) 1R	One Year Olds	2	6	C	15	C	NA	NA	Floor Play
Main	E (Upstairs) 1R		0	0	C	15	C	NA	NA	
Main	F (Upstairs) 1L	PreK	2	12	C	16	C	NA	NA	Centers
Main	F (Upstairs) 1L		0	0	C	16	C	NA	NA	
Total Capacity @35 sq. ft.: 200						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

**Comments**

An Administrative Review was conducted on December 14, 2020. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on December 15, 2020 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 12/15/2020

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).

	<p>Please refer to the website, <a href="http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx">http://www.decal.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@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.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Rita DiPenti, Program Official

Date

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Stacy Whitten, Consultant

Date



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### Findings Report

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#### CCLC-1193

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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.

### 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

Technical Assistance

#### Technical Assistance

591-1-1-.08(1)(b)

- Consultant discussed with provider to ensure all children's records are complete with Doctor's name and phone numbers.

Correction Deadline: 12/15/2020

**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)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.25 - Consultant discussed with the provider to monitor and ensure the cabinet under the sink in the 1L downstairs classroom, three-and four-year-olds, has a safety latch to prevent hazards from becoming accessible to children.

**Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

**Technical Assistance**

591-1-1-.25(3) - Consultant discussed with director to monitor the tops of the half doors leading to the classrooms for chipping paint and repaint or repair as needed.

Correction Deadline: 12/15/2020

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

**Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.15 - Consultant discussed rule changes effective October 2020 regarding infant feeding, menus and supervision during feedings and meal times.

**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**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Staff were observed to remind children to wash hands. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

The Provider currently does not dispense/administer medication.

**Safety**

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

Staff were observed to maintain a positive learning environment on this date. A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director/Provider 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)****Technical Assistance****Comment**

Complete documentation of transportation observed.

**Technical Assistance**

591-1-1-.36(3)(a-b) - Consultant discussed with director to ensure staff complete the required transportation prior to participating in transportation or documenting the checklists.

**Correction Deadline: 12/25/2020**

**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.

**Comment**

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.

**Staff Records**

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**Records Reviewed: 10****Records with Missing/Incomplete Components: 0**

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Staff # 1 Met

Staff # 2 Met

Date of Hire: 05/08/2020

Staff # 3 Met

Date of Hire: 02/04/2005

Staff # 4 Met

Staff # 5 Met

Date of Hire: 07/18/2020

Staff # 6 Met  
Date of Hire: 10/15/2020

Staff # 7 Met  
Date of Hire: 11/11/2020

Staff # 8 Met  
Date of Hire: 07/29/2019

Staff # 9 Met  
Date of Hire: 08/13/2015

Staff # 10 Met  
Date of Hire: 10/08/2019

**Staff Credentials Reviewed: 2**

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

**Comment**

Criminal record checks were observed to be complete. Consultant observed evidence of satisfactory comprehensive background check letters for all employees on this date.

**Comment**

Director provided five file(s) for employees hired since last visit.

**591-1-1-.14 First Aid & CPR Technical Assistance**

**Technical Assistance**

591-1-1-.14 - Consultant discussed with provider to ensure all staff complete the required CPR/First Aid training within 90 days of hire.

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

**Comment**

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

**Correction Deadline: 6/1/2019**

**Corrected on 12/15/2020**

**.33(6) - Correction of the previous citation in that consultant observed evidence of staff to have completed the required training on this date.**

**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. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

**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**

Center observed to maintain appropriate staff:child ratios.