



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: 12/13/2017 **VisitType:** Monitoring Visit

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

Twylah Tyner

Phone: (478) 314-5868

Fax: (478) 599-9822

twylah.tyner@decal.ga.gov

Mailing Address

PO Box 2468
 Cartersville, GA 30120

Quality Rated: No

Compliance Zone Designation			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.
12/13/2017	Monitoring Visit	Good Standing	
04/16/2017	Complaint Closure	Good Standing	
03/31/2017	Incident 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		0	0	C	31	C	NA	NA	Not In Use
Main	A (Downstairs) 1st Classroom from Staircase-Pre-K	PreK	1	20	C	31	C	NA	NA	Circle Time
Main	B (Downstairs) 1st Left on Hallway	Three Year Olds and Four Year Olds	1	15	C	21	C	NA	NA	Transitioning
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	1	3	C	15	C	NA	NA	Free Play
Main	E (Upstairs) 1R		0	0	C	15	C	NA	NA	Not In Use
Main	F (Upstairs) 1L	One Year Olds and Two Year Olds	1	6	C	16	C	NA	NA	Free Play
Main	F (Upstairs) 1L		0	0	C	16	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 200						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 44			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

Comments

The purpose of this visit was to conduct a monitoring visit and follow-up to the previous visit on March 31, 2017.

Plan of Improvement: Developed This Date 12/13/2017

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>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.



- 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)

	
<p>Important New Deadlines:</p> <p>Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.</p> <p>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</p>	

Rita DiPenti, Program Official

Date

Twylah Tyner, Consultant

Date



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Findings Report

Date: 12/13/2017 **VisitType:** Monitoring Visit

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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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Not Met

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation of consultant that a window in the A-Pre K classroom was broken and accessible to children in the classroom.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 12/13/2017

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

Correction Deadline: 4/14/2017

Corrected on 12/13/2017

Previous citation observed to be corrected on this date. Center installed new fencing that was at least four (4) feet tall and free from hazards.

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Correction Deadline: 3/31/2017

Corrected on 12/13/2017

Previous citation observed to be corrected on this date. Teachers were observed to be following appropriate handwashing procedures on this date.

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

Comment

Director stated that the center was not administering medication

Safety

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

Comment

Observed-Discussion/Redirection

591-1-1-.36 Transportation(CR) Not Met

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of staff records by consultant that two staff responsible for transportation has not obtained two (2) hours of state-approved or state-accepted transportation training, biannually.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 12/23/2017

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of transportation checklists by consultant that no first check of vehicle was completed on the following dates: November 13, 2017, November 14, 2017, November 15, 2017, November 16, 2017 and November 17, 2017.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 12/14/2017

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of transportation checklists by consultant that no second check of the vehicle was conducted on the following dates: November 13, 2017, November 14, 2017, November 15, 2017, November 16, 2017, December 1, 2017, December 4, 2017, December 5, 2017, December 6, 2017, December 7, 2017, December 8, 2017.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 12/13/2017

Sleeping & Resting Equipment

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

Comment

Discussed-SIDS/Infant Sleeping Position. Staff stated proper knowledge

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/21/2017	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 01/23/2017	
Staff # 4	Met
Date of Hire: 03/24/2017	

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 5 Date of Hire: 10/18/2017	Met
Staff # 6 Date of Hire: 10/18/2017	Met
Staff # 7 Date of Hire: 04/20/2013	Met
Staff # 8 Date of Hire: 02/07/2005	Met
Staff # 9 Date of Hire: 08/01/2016	Met

Staff Credentials Reviewed: 9

591-1-1-.09 Criminal Records Check(CR) **Met**

Correction Deadline: 3/31/2017

Corrected on 12/13/2017

Previous citation observed to be corrected on this date. All staff had a satisfactory fingerprint clearance letter on file

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

Comment

Staff was observed to be complying with all applicable laws on this date

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Adequate Supervision