



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: 4/5/2018 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 2:45 PM

CCLC-1197

R. Kirk Landon Learning Center

1015 Tumlin Street Atlanta, GA 30318 Fulton County
 (404) 249-1500 clory.walker@brighthorizons.com

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

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margarita.collier@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
04/05/2018	Monitoring Visit	Good Standing	
10/20/2017	Licensing Study	Good Standing	
08/29/2017	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	Room A: C1	Two Year Olds and Three Year Olds	2	19	C	20	C	NA	NA	Story,Circle Time
Main	Room B: C2	Three Year Olds and Four Year Olds	2	17	C	20	C	NA	NA	Circle Time
Main	Room C:C3	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	16	C	25	C	NA	NA	Circle Time,Story
Main	Room D: A2	Two Year Olds	2	9	C	12	C	NA	NA	Lunch
Main	Room E: A1	Two Year Olds	2	9	C	12	C	NA	NA	Transitioning,Lunch
Main	Room F: B2	Infants and One Year Olds	2	7	C	9	C	NA	NA	Free Play,Diapering,Nap,Feeding,Floor Play
Main	Room G: B1	Infants	2	6	C	10	C	NA	NA	Floor Play,Transitioning,Feeding,Free Play,Nap
Main	Room H: B3	One Year Olds	2	9	C	16	C	NA	NA	Transitioning,Nap,Lunch
Main	Room I: B4	One Year Olds	2	8	C	13	C	NA	NA	Diapering,Lunch, Transitioning,Nap

Total Capacity @35 sq. ft.: 137

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 100 Total Capacity @35 sq. ft.: 137

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	48	C
Main	Playground B	24	C

Comments


The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on October 20, 2017.

Consultant reviewed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check due date - October 1, 2018.

Plan of Improvement: Developed This Date 04/05/2018

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).



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.

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@decals.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://decals.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Clory Walker, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities**Met****Comment**

Please ensure all staff members post the current week's lesson plan.

Correction Deadline: 4/5/2018

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

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

Technical Assistance

Consultant discussed monitoring all baskets for normal wear and tear with the director on this date.

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)**Not Met****Comment**

No hazards observed accessible to children on this date.

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 consultant's observation the following items were in need of repair:

- Second left middle light fixture and two light bulbs in the third light fixture located in classroom A:C1 were inoperable.
- The first right boys restroom light fixture located in classroom B:C2 was inoperable.
- Two light bulbs in the third right light fixture and the third left light fixture located in classroom B:C2 were inoperable.
- Two light bulbs in the back left light fixture next to the teacher's work station located in classroom C:C3 was inoperable.

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: 4/5/2018

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

Playground observed to be clean and in good repair.

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website: DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Proper diapering procedures observed.

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**

Documentation for medication dispensing observed complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

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)**Met****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

Records Reviewed: 31**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 02/22/2017	
Staff # 2	Met
Date of Hire: 04/03/2017	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 04/17/2017	
Staff # 5	Met
Date of Hire: 02/01/2016	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 11/28/2016	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 05/02/2007	
Staff # 10	Met
Date of Hire: 05/11/2015	
Staff # 11	Met
Date of Hire: 07/18/2016	

Staff # 12 Date of Hire: 08/07/2017	Met
Staff # 13 Date of Hire: 10/22/2013	Met
Staff # 14 Date of Hire: 02/26/2018	Met
Staff # 15	Met
Staff # 16 Date of Hire: 08/19/2014	Met
Staff # 17	Met
Staff # 18 Date of Hire: 01/06/2017	Met
Staff # 19	Met
Staff # 20 Date of Hire: 02/27/2017	Met
Staff # 21 Date of Hire: 02/26/2018	Met
Staff # 22 Date of Hire: 07/28/2008	Met
Staff # 23 Date of Hire: 09/08/2009	Met
Staff # 24 Date of Hire: 03/07/2016	Met
Staff # 25 Date of Hire: 09/25/2017	Met
Staff # 26 Date of Hire: 12/19/2016	Met
Staff # 27	Met
Staff # 28 Date of Hire: 05/08/2017	Met

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

Staff # 29 Date of Hire: 03/13/2017	Met
Staff # 30 Date of Hire: 04/20/2016	Met
Staff # 31 Date of Hire: 10/22/2012	Met

Staff Credentials Reviewed: 31

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

Comment

Consultant reviewed 31 staff files on this date. Consultant observed 31 of 31 staff members to have evidence of a satisfactory determination letter on this date.

Comment

The director provided two files for staff members hired since the previous visit was conducted on October 20, 2017. Consultant observed two of two newly hired staff members to have evidence of a satisfactory determination letter on file.

591-1-1-.33 Staff Training Met

Comment

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

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

Comment

Consultant observed all staff members to comply with all laws and regulations on this date.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.