



**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: 9/5/2018 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 12:30 PM

CCLC-14372

All About Me Learning Academy

121 Chase Court Milledgeville, GA 31061 Baldwin County
(478) 453-4422 prettywome1@gmail.com

Regional Consultant

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Mailing Address

121 Chase Ct NW
MILLEDGEVILLE, GA 31061

Quality Rated: ★ ★

Compliance Zone Designation		
09/05/2018	Licensing Study	Good Standing
02/06/2018	Monitoring Visit	Good Standing
11/09/2017	Licensing Study	Good Standing

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.

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	Two Year Olds and Three Year Olds and Four Year Olds	1	9	C	11	C	NA	NA	Centers, Outside, Lunch
Main	B	One Year Olds and Two Year Olds	1	8	C	10	C	NA	NA	Free Play
Main	C		0	0	C	6	C	NA	NA	
Total Capacity @35 sq. ft.:			27		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 17			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Only	26	C

Comments

The purpose of this visit was to follow up on the previous monitoring visit on February 6, 2018. The consultant and director discussed mixed ages, ratios, and the upcoming criminal record check changes.

Plan of Improvement: Developed This Date 09/05/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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.state.ga.us.

- 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.state.ga.us/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

PAMELA Boggs, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

Date: 9/5/2018 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 12:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(13) - Ensure daily schedules are followed in each classroom.

Correction Deadline: 9/5/2018

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

Met

Correction Deadline: 2/28/2018

Corrected on 9/5/2018

.12(5) - Correction of previous citation in that consultant observed age appropriate tables and children for children in Room B.

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

N/A

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.

Facility

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)

Not Met

Technical Assistance

591-1-1-.25(13) - Ensure children's personal bags are checked daily for hazards and cleaning supplies are out of reach in the restroom.

Correction Deadline: 9/5/2018

Correction Deadline: 2/16/2018

Corrected on 9/5/2018

.25(3) - Correction of previous citation in that consultant observed the center to be in good repair.

Technical Assistance

591-1-1-.25(3) - Please tighten toilet seats in the restroom.

Correction Deadline: 9/5/2018

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on an observation that the door to Classroom C was not locked, therefore children could easily wander from Classroom B.

POI (Plan of Improvement)

The Center will routinely check that doors to unapproved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 9/5/2018

Technical Assistance

591-1-1-.25(8) - Ensure unused outlets remain covered at all times.

Correction Deadline: 9/5/2018

591-1-1-.25 Physical Plant-Structural/Mechanical

Technical Assistance

Technical Assistance

591-1-1-.25(4) - Please be mindful that at a minimum that air conditioning should be set to 65 degrees.

Correction Deadline: 9/5/2018

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

Met

Correction Deadline: 2/6/2018

Corrected on 9/5/2018

.26(4) - Correction of previous citation in that consultant observed a stable fencing and all fencing to be four feet tall.

Food Service

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

Not Met

Finding

591-1-1-.15(4) requires that a feeding chair or similar equipment designed for feeding children shall be provided for the use of each child being fed who is capable of sitting up but who is unable to sit unassisted at a table and must be cleaned with a disinfectant after each use. Such chair or similar equipment shall have a broad base to prevent tipping, a surface that the child cannot raise, a strap or other device which prevents the child from sliding out of the chair, and a feeding surface free of cracks. It was determined based on an observation that one high chair in Room B was broken and leaning.

POI (Plan of Improvement)

The Center will inspect feeding equipment to ensure it meets each of the listed criteria and to verify a feeding chair or equipment is provided for each child who requires one. The Center will train staff and monitor to ensure that the feeding equipment is cleaned with a disinfectant after each use.

Correction Deadline: 9/5/2018

Technical Assistance

591-1-1-.15(5) - Ensure any meal substitutions are noted on the posted menu.

Correction Deadline: 9/5/2018

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Correction Deadline: 2/6/2018

Corrected on 9/5/2018

.17(6) - Correction of previous citation in that consultant observed a trash can located directly outside the classroom door for soiled diapers.

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

N/A

Comment

The director stated the center currently does not dispense or administer medication.

Policies and Procedures

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

Met

Correction Deadline: 2/11/2018

Corrected on 9/5/2018

.21(3) - Correction of previous citation in that consultant observed documentation of completed fire drills for February 2018 through August 2018.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)

N/A

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined based on an observation that children's blankets were stored touching in Classroom A and Classroom B.

POI (Plan of Improvement)

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

Correction Deadline: 9/5/2018**Recited on 9/5/2018**

Staff Records

Records Reviewed: 6**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

Date of Hire: 02/28/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2

Met

Date of Hire: 03/20/2018

Staff # 3

Not Met

Date of Hire: 12/31/2014

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 01/07/2004

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 5

Met

Date of Hire: 03/10/2018

Staff # 6

Met

Date of Hire: 02/08/2004

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records Check(CR)**Met****Correction Deadline: 2/6/2018****Corrected on 9/5/2018****.09(1)(i) - Correction of previous citation in that all staff were observed to have current satisfactory criminal record checks on file.****591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that one of six staff did not have current First Aid and CPR training.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 10/31/2018**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 one staff did not obtain the required health and safety orientation training within 90 days of hire.

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: 10/31/2018**Correction Deadline: 3/8/2018**

Corrected on 9/5/2018

.33(5) - Correction of previous citation in that consultant observed nutrition training on file for the director and the cook.

Finding

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 two of six staff did not complete the required ten hours of annual training for 2017.

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: 12/31/2018

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

Met

Correction Deadline: 2/6/2018

Corrected on 9/5/2018

.31(1)(b)2. - Correction of previous citation in that consultant observed the director's completed 40 hour director training.

Correction Deadline: 5/7/2018

Corrected on 9/5/2018

.31(2)(c) - Correction of previous citation in that the consultant observed all lead teachers to have the required credentials on file.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on an observation that four two-year-old children were housed in Classroom A with one four-year-old child.

POI (Plan of Improvement)

The Center will maintain separation of these children under three years old.

Correction Deadline: 9/5/2018

Technical Assistance

591-1-1-.32(4)(b) - Ensure signed parent agreements are on file for all children in a combined two-year-old and three-year-old classroom.

Correction Deadline: 9/5/2018

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on an observation that one staff was observed looking at a cell phone for several moments while children were playing on the playground. It was further determined, that staff had a brief break in oversight while transitioning into the building from outside play. Furthermore, a child was observed sticking a toy dinosaur into an uncovered outlet.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 9/5/2018