



**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:** 2/4/2019    **VisitType:** Licensing Study    **Arrival:** 1:30 PM    **Departure:** 3:50 PM

**CCLC-16585**

**Little Light of Mine**

303 Ty Ty Street Jesup, GA 31545 Wayne County  
 (912) 530-8100 cdlittlelight@gmail.com

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@dec.al.gov

**Mailing Address**

303 Ty TySt.  
 Jesup, GA 31545

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
02/04/2019	Licensing Study	Good Standing
09/18/2018	Monitoring Visit	Good Standing
01/22/2018	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 - Left	Two Year Olds and Three Year Olds	1	9	C	11	C	NA	NA	Outside,Snack,Nap
Main	B - Middle	One Year Olds	2	9	C	11	C	NA	NA	Snack,Nap
Main	C - Right	Three Year Olds	1	13	C	17	C	24	C	Outside,Snack,Nap
Total Capacity @35 sq. ft.: 39						Total Capacity @25 sq. ft.: 46				
Total # Children this Date: 31			Total Capacity @35 sq. ft.: 39			Total Capacity @25 sq. ft.: 46				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	33	C

**Comments**

This Licensing Study is the second regulatory visit for Little Light of Mine this 2018 - 2019 fiscal year.

The consultant reviewed all staff files and finds that each staff member has a comprehensive satisfactory fingerprint criminal records clearance determination letter on file.

The center director stated medication is administered, no field trips are taken and no routine transportation is provided.

Plan of Improvement: Developed This Date 02/04/2019

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/RulesAndRegulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

---

Cheryl Dent, Program Official

Date

---

Connie Boatright, Consultant

Date



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

### Findings Report

**Date:** 2/4/2019      **VisitType:** Licensing Study      **Arrival:** 1:30 PM      **Departure:** 3:50 PM

**CCLC-16585****Little Light of Mine**

303 Ty Ty Street Jesup, GA 31545 Wayne County  
(912) 530-8100 cdlittlelight@gmail.com

**Mailing Address**  
303 Ty TySt.  
Jesup, GA 31545

**Regional Consultant**

Connie Boatright  
Phone: (912) 544-9701  
Fax: (912) 544-9700  
connie.boatright@decals.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

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

The consultant observed a variety of age appropriate activities throughout the center.

**Correction Deadline: 2/4/2019**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

---

**591-1-1-.08 Children's Records****Not Met****Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

**Comment**

Records were observed to be complete and well organized.

**Finding**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on the consultants review of the child sign in and sign out sheet and child head count that nine children was present in classroom A and seven children was signed in. Additionally, nine children was present in classroom B and five children was signed in. Additionally, thirteen children was present in classroom C and eight children was signed in.

**POI (Plan of Improvement)**

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

**Correction Deadline: 2/14/2019**

<b>Facility</b>
-----------------

---

**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****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on the consultants observation that one can of Lysol spray, one spray bottle of Swamp Gator and one bottle of bug spray was being stored in the white cabinet under the child hand washing sink and accessible to the two and three-year-old children. Additionally, the cabinet did not have a safety latch and the items listed above was marked Keep Out of Reach of Children.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 2/4/2019**

---

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

591-1-1-.26(6) - The center director and staff will ensure that all playground equipment is kept free of hazards. (1 red radio flyer tricycle with tassels on the handle bars and a second radio flyer with no handle bar covers and weathered duck tape with threads).

**Correction Deadline: 2/14/2019**

**Technical Assistance**

591-1-1-.26(9) - The center director and staff will ensure that the playground equipment and toys are kept dry of stagnant water prior to the children being on the playground.

**Correction Deadline: 2/4/2019**

<b>Food Service</b>
---------------------

---

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

**Met**

**Comment**

Center menu meets USDA guidelines.

---

**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
---------------------------

---

**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.

---

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

**Met**

**Comment**

Documentation for medication dispensing observed complete.

<b>Policies and Procedures</b>
--------------------------------

---

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.21(3) - The center director will ensure that a tornado drill is held and documented every six months as required by policy.

**Correction Deadline: 2/9/2019**

<b>Safety</b>
---------------

---

**591-1-1-.05 Animals**

**Met**

**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)**

**Met**

**Comment**

Center does not participate in field trips at this time.

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

**Comment**

Pleasant naptime environment observed.

**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: 7**

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

Staff # 1

Not Met

Date of Hire: 11/19/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(4)-1st Yr. Training - 10 hrs.

Staff # 2

Not Met

Date of Hire: 07/29/2005

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Met

Date of Hire: 08/28/2017

Staff # 4

Met

Date of Hire: 06/30/2018

Staff # 5

Met

Date of Hire: 07/01/2017

Staff # 6

Not Met

Date of Hire: 08/20/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing,.33(4)-1st Yr. Training - 10 hrs.

Staff # 7

Met

Date of Hire: 06/05/2012

**Staff Credentials Reviewed: 7**

---

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

**Comment**

Criminal record checks were observed to be complete.

---

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

**Comment**

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

---

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

**Technical Assistance**

591-1-1-.33(1) - The center director will ensure that all employees complete orientation prior to providing watchful oversight to the children.

**Correction Deadline: 2/4/2019**

**Technical Assistance**

591-1-1-.33(3) - The center director will ensure that all employees complete the required Health & Safety and Orientation training in a timely manner as required by policy.

**Correction Deadline: 3/6/2019**

**Technical Assistance**

591-1-1-.33(4) - The center director will ensure that all staff providing watchful oversight complete the required initial 10 hours of training to include recognizing and reporting child abuse, hygiene, etc.

**Correction Deadline: 3/6/2019**

**Technical Assistance**

591-1-1-.33(6) - The center director will ensure that employees complete the required 10 hours of annual training each fiscal year from January 1 to December 31.

**Correction Deadline: 3/6/2019**

---

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
---------------------------------

---

**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.