



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: 8/6/2018 **VisitType:** Monitoring Visit **Arrival:** 9:40 AM **Departure:** 12:40 PM

CCLC-1923

Stepping Stones Learning Ctr

115 N. Madison Avenue Eatonton, GA 31024 Putnam County
 (706) 485-0690 steppingstones@firstbaptisteatonton.org

Mailing Address

PO Box 3400
 Eatonton, GA 31024

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

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. |
|-----------------------------|------------------|---------------|--|
| 08/06/2018 | Monitoring Visit | Good Standing | |
| 01/02/2018 | Monitoring Visit | Good Standing | |
| 09/20/2017 | Licensing Study | 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- 1 year | One Year Olds | 2 | 6 | C | 11 | C | NA | NA | Floor Play |
| Main | B-6wks-6months | One Year Olds | 1 | 8 | C | 10 | C | NA | NA | Outside |
| Main | C-6-12 months | Infants | 1 | 5 | C | 11 | C | NA | NA | Diapering, Floor Play, Nap |
| Main | D-6wks-12months | Infants | 2 | 4 | C | 6 | C | NA | NA | Feeding |
| Main | E-3 & 4 years | Three Year Olds | 1 | 10 | C | 18 | C | NA | NA | Centers |
| Main | F-2 & 3 years | Two Year Olds | 2 | 14 | C | 15 | C | NA | NA | Outside, Centers |
| Main | G | | 0 | 0 | C | 7 | C | NA | NA | |
| Main | H | | 0 | 0 | C | 22 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 100 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Total # Children this Date: 47 | | | Total Capacity @35 sq. ft.: 100 | | | | | | | |
| | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | A Right | 20 | C |
| Main | B Left | 35 | C |

Comments

Consultant and Director discussed infant safe sleep, arrival and departure records, and newly hired lead teacher requirements.

Plan of Improvement: Developed This Date 08/06/2018

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@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)



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.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

Denise Carmichael, Program Official

Date

Valarie Musselwhite, 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: 8/6/2018 **VisitType:** Monitoring Visit **Arrival:** 9:40 AM **Departure:** 12:40 PM

CCLC-1923**Stepping Stones Learning Ctr**

115 N. Madison Avenue Eatonton, GA 31024 Putnam County
(706) 485-0690 steppingstones@firstbaptisteatonton.org

Mailing Address

PO Box 3400
Eatonton, GA 31024

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@decal.ga.gov

The following information is associated with a Monitoring Visit:

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**591-1-1-.08 Children's Records****Technical Assistance****Technical Assistance**

591-1-1-.08(6) - Ensure arrival and departure records are complete with date, child's name, and parent initials or signature.

Correction Deadline: 8/6/2018

Facility**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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 an observation that the storage area underneath the diaper changing station in Classroom F was unlocked with diaper rash cream, wipes, and anti-itch ointment accessible to 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: 8/6/2018

Recited on 8/6/2018

Technical Assistance

591-1-1-.25(17) - Please be mindful of vines and shrubs growing through the fencing on the playground.

Correction Deadline: 8/6/2018

Correction Deadline: 1/5/2018

Corrected on 8/6/2018

.25(3) - Correction of previous citation in that consultant observed the restroom light and exhaust fan repaired.

Technical Assistance

591-1-1-.25(3) - Be mindful of loose toilet seats and exhaust fans beginning to collect dust.

Correction Deadline: 8/6/2018

Correction Deadline: 1/2/2018

Corrected on 8/6/2018

.25(7) - Correction of previous citation in that consultant observed all storage closets to be locked and inaccessible to children.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

| |
|---------------------|
| Food Service |
|---------------------|

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

Not Met

Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on a staff statement that bottles are warmed in the microwave.

POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 8/6/2018

| |
|---------------------------|
| Health and Hygiene |
|---------------------------|

591-1-1-.10 Diapering Areas & Practices(CR)**Met****Correction Deadline: 1/2/2018****Corrected on 8/6/2018****.10(4) - Correction of previous citation in that consultant observed all diapering stations to be clean.**

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

Proper hand washing observed throughout the center.

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

The center currently does not dispense or administer medication.

Safety

591-1-1-.11 Discipline(CR)**Met****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)**Technical Assistance****Technical Assistance**

591-1-1-.30(2)(b) - Ensure the written physician's statements includes a time frame and which type of device may be used.

Correction Deadline: 8/6/2018**Staff Records****Records Reviewed: 17****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 12/22/2014

Staff # 2

Met

Date of Hire: 04/20/2018

Staff # 3

Met

Date of Hire: 10/26/2009

Staff # 4

Met

Date of Hire: 04/17/2018

Staff # 5

Met

Date of Hire: 05/09/2018

Records Reviewed: 17**Records with Missing/Incomplete Components: 0**

| | |
|--------------------------|-----|
| Staff # 6 | Met |
| Date of Hire: 10/25/1999 | |
| Staff # 7 | Met |
| Date of Hire: 06/11/2018 | |
| Staff # 8 | Met |
| Date of Hire: 08/21/2011 | |
| Staff # 9 | Met |
| Date of Hire: 06/10/2016 | |
| Staff # 10 | Met |
| Date of Hire: 07/26/2018 | |
| Staff # 11 | Met |
| Date of Hire: 09/10/2003 | |
| Staff # 12 | Met |
| Date of Hire: 10/25/2017 | |
| Staff # 13 | Met |
| Date of Hire: 07/07/2014 | |
| Staff # 14 | Met |
| Date of Hire: 03/27/2006 | |
| Staff # 15 | Met |
| Date of Hire: 01/15/2016 | |
| Staff # 16 | Met |
| Date of Hire: 11/13/2017 | |
| Staff # 17 | Met |
| Date of Hire: 08/15/2005 | |

Staff Credentials Reviewed: 17

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

Met**Comment**

Criminal records checks were observed to be complete.

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

Met**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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.

| |
|---------------------------------|
| 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.