



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: 3/22/2021 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 10:30 AM

CCLC-2211

Towne Square Academy

480 Racetrack Rd. McDonough, GA 30252 Henry County
 (770) 914-0093 townesquare2020@att.net

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

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brandi.mangino@decal.ga.gov

Mailing Address

Same

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.
03/22/2021	Licensing Study	Good Standing	
10/08/2020	Monitoring Visit	Good Standing	
01/28/2020	Monitoring Visit	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	Infants	1	2	C	13	C	NA	NA	Outside
Main	B/2		0	0	C	14	C	NA	NA	
Main	C/3	One Year Olds	1	6	C	16	C	NA	NA	Free Play
Main	D/4		0	0	C	21	C	29	C	
Main	E/5		0	0	C	20	C	NA	NA	
Main	F/6		0	0	C	22	C	NA	NA	
Main	G/7	PreK	1	7	C	14	C	NA	NA	Centers
Main	H/8	PreK	1	7	C	16	C	NA	NA	Centers
Main	I/9	Two Year Olds	2	7	C	19	C	NA	NA	Circle Time
Main	J/10	Three Year Olds	2	14	C	17	C	NA	NA	Transitioning
Main	K/School Age		0	0	C	20	C	28	C	
Total Capacity @35 sq. ft.: 192						Total Capacity @25 sq. ft.: 208				
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 192			Total Capacity @25 sq. ft.: 208				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler Playground	13	C
Main	Left back playground	59	C
Main	Rear Left Playground	17	C
Main	Rear Playground	59	C

Comments

An Administrative Review was conducted on March 22, 2021. Staff records, children records, trainings and background checks were all reviewed. A virtual visit was conducted on March 22, 2021 with the Director. An in person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued February 15, 2021 was discussed.

Plan of Improvement: No Plan Developed

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

Lynette Dorsey, Program Official

Date

Brandi Mangino, Consultant

Date



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Findings Report

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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

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Age appropriate activities, lesson plans and outside time were discussed.

Correction Deadline: 3/11/2021

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Cleaning and disinfecting of restrooms were discussed.

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

Not Evaluated

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)-Allergies and Disabilities

Child # 2

Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 3	Met
Child # 4	Met
Child # 5	Not Met

"Missing/Incomplete Components"
.08(1)-Parent Names, Work Numbers,.08(1)-Allergies and Disabilities

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

Please ensure that parent's work information and any known allergies are listed on the enrollment applications.

Correction Deadline: 3/22/2021

Facility

591-1-1-.06 Bathrooms

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Cleaning and disinfecting of restrooms were discussed.

Correction Deadline: 4/10/2021

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Discussed center licensing capacity.

Correction Deadline: 3/11/2021

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Discussed keeping hazards inaccessible to children in care.

Correction Deadline: 4/10/2021

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

Technical Assistance

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Discussed keeping hazards inaccessible to children in care.

Correction Deadline: 3/11/2021

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

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Playground hazards discussed. Playgrounds observed during the virtual walk through.

Correction Deadline: 3/11/2021

Food Service

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

.) Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.
3.) Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 3/11/2021

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

Discussed cleaning of kitchen surfaces and storing of food and cleaning products.

Correction Deadline: 3/11/2021

Health and Hygiene

591-1-1-.07 Children's Health**Technical Assistance****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Rule requirements and choking hazards discussed.

Correction Deadline: 3/11/2021

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

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Diapering requirements discussed.

Correction Deadline: 3/11/2021

591-1-1-.17 Hygiene(CR)**Technical Assistance****Technical Assistance**

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Handwashing requirements discussed.

Correction Deadline: 3/11/2021

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

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Emergency Preparedness plan reviewed.

Correction Deadline: 3/16/2021

591-1-1-.29 Required Reporting**Technical Assistance****Technical Assistance**

New Required reporting requirements discussed.

Correction Deadline: 4/10/2021**Safety**

591-1-1-.05 Animals**Not Evaluated****Comment**

Center does not keep animals on premises.

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

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Discipline was not Directly observed during the virtual walk through. Regulations regarding discipline were discussed.

Correction Deadline: 3/11/2021

591-1-1-.13 Field Trips(CR)**Not Evaluated****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation observed.

Sleeping & Resting Equipment

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Safe Sleep requirements were discussed. Cleaning and disinfecting of mat/cots and cribs as well as cleaning of sheets was discussed. Mat/cots and cribs were observed during the virtual walk through.

Correction Deadline: 3/21/2021

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 03/17/2020	Met
Staff # 2 Date of Hire: 08/10/2020	Met
Staff # 3	Met
Staff # 4 Date of Hire: 03/02/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 5 Date of Hire: 03/08/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6 Date of Hire: 10/23/2013	Met
Staff # 7 Date of Hire: 09/26/2018	Met
Staff # 8	Met
Staff # 9 Date of Hire: 02/05/2014	Met
Staff # 10 Date of Hire: 12/28/2020	Met
Staff # 11 Date of Hire: 03/04/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 07/19/2010	Met

Staff Credentials Reviewed: 3

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

Correction Deadline: 10/8/2020

Corrected on 3/22/2021

.09(1)(j) - Citation observed to be corrected. All staff have a current satisfactory background check.

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 **Met**

Comment

Documentation observed of required staff training.

591-1-1-.31 Staff(CR) **Technical Assistance**

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Technical Assistance

Additional cleaning and disinfecting due to the COVID-19 pandemic was discussed. The center was in compliance with the Executive Order issued February 15, 2021.

Correction Deadline: 3/11/2021

Staffing and Supervision

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

Technical Assistance

A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.
Staff:child ratio requirements were discussed.

Appropriate ratios observed.

Correction Deadline: 3/11/2021

591-1-1-.32 Supervision(CR) **Technical Assistance**

Technical Assistance

2 A virtual visit was conducted due to the COVID-19 pandemic. This rule was unable to be fully evaluated and will be reviewed the next regulatory visit.

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Correction Deadline: 3/11/2021