



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: 11/9/2022 **VisitType:** Licensing Study **Arrival:** 8:50 AM **Departure:** 11:15 AM

CCLC-2211

Towne Square Academy

480 Racetrack Rd. McDonough, GA 30252 Henry County
 (770) 914-0093 townsquare2020@att.net

Regional Consultant

Brandi Mangino
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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.
11/09/2022	Licensing Study	Good Standing	
08/12/2021	Monitoring Visit	Good Standing	
03/22/2021	Licensing Study	Good Standing	

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/1	Infants and One Year Olds	2	6	C	13	C	NA	NA	Floor Play,Nap
Main	B/2		0	0	C	14	C	NA	NA	
Main	C/3	One Year Olds	2	14	C	16	C	NA	NA	Floor Play,Diapering
Main	D/4		0	0	C	21	C	29	C	
Main	E/5		0	0	C	20	C	NA	NA	
Main	F/6	PreK	3	20	C	22	C	NA	NA	Story,Circle Time
Main	G/7		0	0	C	14	C	NA	NA	
Main	H/8	Three Year Olds and Four Year Olds	1	15	C	16	C	NA	NA	Centers
Main	I/9	One Year Olds and Two Year Olds	2	17	C	19	C	NA	NA	Circle Time
Main	J/10	Three Year Olds and Four Year Olds	2	18	C	17	NC	NA	NA	Centers
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: 90			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

Plan of Improvement was developed on this date.

Plan of Improvement: Developed This Date 11/09/2022

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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

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-.12 Equipment & Toys(CR)

Technical Assistance

Technical Assistance

Consultant discussed the fan on the shelf in Room 6 had a hanging cord that posed a falling hazard.

Correction Deadline: 11/9/2022

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

Not Evaluated

Comment

Pool not in use at this time, gates observed locked.

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the ventilation in the restroom for Room 4 and Room 5 did not have working ventilation.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 12/9/2022

Finding

591-1-1-.06(7) requires Center Staff to ensure bathrooms are cleaned daily with a disinfectant. It was determined based on observation that the restroom for Room K and Room 6 had urine around the bottom and toilet paper in the floor.

POI (Plan of Improvement)

The Center will develop and implement a plan to ensure that bathrooms are cleaned and disinfected daily and that this is monitored daily.

Correction Deadline: 11/9/2022

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 observation that three following hazards were accessible to children in care:

black mesh staff bag in Room C on a chair within reach, and two brooms and a dust pan in Room 6 by the filing cabinet.

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: 11/9/2022

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 observation that the following items were in need of repair:

Room 4:

- metal around the door frame was not flush and was observed to have a sharp edge at the bottom
- black plastic around the carpet was not secure posing a tripping hazard
- gray rubber around the floor of the girls restroom
- ceiling tiles were missing in the girls and boys restrooms
- rust was observed around the door frames of the restrooms

Room K (Middle Room):

- brick was missing on the building outside under the windows

Room 9:

- ceiling tiles were missing the restrooms and the ventilation fan was falling due to one of the tiles
- rust was observed around the door frames

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: 11/23/2022

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the left side playground was missing a piece of wood on the fencing which created a gap approximately eight inches that posed an entrapment hazard.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 11/9/2022

Technical Assistance

Consultant discussed that outside equipment needs to be cleaned due to a black substance on them.

Correction Deadline: 11/19/2022

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that mulch around the sliding equipment of the middle playground and left side playground was observed to have approximately one inch of mulch when six inches was required.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 11/19/2022

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were present on the playground:

Left Side:

- debris on the ground
- wooden platform had a gap that posed a tripping hazard

Middle Playground:

- mulch was not flush with the side walk on the right side with a gap approximately six inches posing a tripping hazard
- water hose on the sidewalk

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 11/16/2022

Health and Hygiene

591-1-1-.07 Children's Health

Not Met

Finding

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifier or other hazardous items. It was determined based on observation that an infant in Room 1 and a one-year-old in Room 3 had pacifier clips attached to their clothing.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 11/9/2022

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

Discussed labeling of "diapering only" areas and staff work stations.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that a one-year-old child was not required to wash hands after diapering in Room 3.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 11/9/2022

591-1-1-.20 Medications(CR)**Not Evaluated****Comment**

The Provider currently does not dispense/administer medication.

Safety

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Not Met****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

Correction Deadline: 8/12/2021**Corrected on 11/9/2022****.36(7)(a) - Citation corrected.**

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that the following information was missing from emergency medical forms:

- 10 of 15 reviewed did not have the parents work numbers
- two of 15 reinvented did not have the doctor's name and/or phone number
- one of 15 reviewed did not have the father;s information
- one of 15 reviewed did not have an address for the child

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 11/10/2022

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

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: 17

Records with Missing/Incomplete Components: 4

Staff # 1 Not Met

Date of Hire: 07/11/2022

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2 Not Met

Date of Hire: 07/12/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 3 Not Met

Date of Hire: 07/12/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 4 Met

Date of Hire: 09/13/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5 Met

Records Reviewed: 17**Records with Missing/Incomplete Components: 4**

Staff # 6	Met
Date of Hire: 09/07/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 07/26/2022	
Staff # 8	Met
Date of Hire: 08/16/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 10/23/2013	
Staff # 10	Met
Date of Hire: 07/13/2022	
Staff # 11	Met
Date of Hire: 06/08/2022	
Staff # 12	Met
Date of Hire: 04/26/2021	
Staff # 13	Met
Date of Hire: 09/01/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14	Not Met
Date of Hire: 07/29/2022	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 15	Met
Date of Hire: 07/19/2010	
Staff # 16	Met
Date of Hire: 08/08/2022	
Staff # 17	Met
Date of Hire: 07/26/2019	

Staff Credentials Reviewed: 4**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**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 four staff member (#1, #2, #3 and #14) were over days of hire and did not have first aid and CPR completed.

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: 12/9/2022

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on a review of records that two lead teachers did not meet the education requirements as they have been employed with the center for over 18 months and did not have a credential.

POI (Plan of Improvement)

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

Correction Deadline: 11/9/2022

Staffing and Supervision

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

Adequate supervision observed on this date.

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

Center observed to maintain appropriate staff:child ratios.