



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: 2/3/2021 **VisitType:** Licensing Study **Arrival:** 8:20 AM **Departure:** 9:00 AM

CCLC-23064

The Carpenter's Shop

367 Green Drive Canton, GA 30114 Cherokee County
 (770) 720-2333 dharris.thecarpentershop@hotmail.com

Regional Consultant

Rachael Brown

Phone: (770) 342-7795
 Fax: (678) 891-5887
 rachael.brown@decal.ga.gov

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. 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. |
|------------------------------------|----------------------------------|---------------|--|
| 02/03/2021 | Licensing Study | Good Standing | |
| 10/19/2020 | Complaint Investigation by Phone | Good Standing | |
| 09/03/2020 | 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- 3's | Three Year Olds | 2 | 14 | C | 15 | C | NA | NA | Circle Time, Art |
| Main | B- 3's | Three Year Olds | 2 | 14 | C | 15 | C | NA | NA | Free Play |
| Main | C- 2's | Two Year Olds | 2 | 14 | C | 15 | C | NA | NA | Music |
| Main | D- 18m-24m | Two Year Olds | 3 | 11 | C | 11 | C | NA | NA | Art |
| Main | E- 2's | Four Year Olds and Five Year Olds | 1 | 14 | C | 18 | C | NA | NA | Circle Time |
| Main | F- 5's | Four Year Olds and Five Year Olds | 1 | 15 | C | 18 | C | NA | NA | Circle Time |
| Main | G- | Infants | 2 | 17 | C | 19 | C | NA | NA | Feeding, Nap, Flo or Play |
| Main | H- 4's | Four Year Olds | 2 | 7 | C | 19 | C | NA | NA | Free Play |
| Main | I- | One Year Olds | 2 | 9 | C | 14 | C | NA | NA | Circle Time |
| Main | J- Kindergarten | Five Year Olds and Six Year Olds and Over | 2 | 15 | C | 20 | C | NA | NA | Circle Time |

Total Capacity @35 sq. ft.: 164

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 130

Total Capacity @35 sq. ft.: 164

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|---------------|----------------------|-----------------------|
| Main | A- Playground | 113 | C |


Comments

An Administrative Review was conducted on February 3, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on February 5, 2021 with the Assistant Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

CBC affidavit issued on this date.

Plan of Improvement: Developed This Date 02/03/2021

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.decal.ga.gov/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@decal.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://decal.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).

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

Donna Harris, Program Official

Date

Rachael Brown, Consultant

Date



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Findings Report

Date: 2/3/2021 **VisitType:** Licensing Study **Arrival:** 8:20 AM **Departure:** 9:00 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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: 1

| | |
|--|---------|
| Child # 1 | Met |
| Child # 2 | Met |
| Child # 3 | Met |
| Child # 4 | Not Met |
| <u>"Missing/Incomplete Components"</u> | |
| .08(3)-Address of Release Person Missing | |
| Child # 5 | Met |

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Ensure a complete address for persons authorized to pick up children is obtained.

Correction Deadline: 2/3/2021

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Please secure cleaning tools brooms out of reach of children.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair.

Food Service

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

Technical Assistance

Comment

Center menu meets USDA guidelines.

Technical Assistance

591-1-1-.15(2) - Ensure an updated infant feeding plan with developmental questions is obtained and used.

Correction Deadline: 2/3/2021

591-1-1-.18 Kitchen Operations

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

Health and Hygiene

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the staff on this date. During the virtual walk through the diapering area was observed and the staff displayed proper knowledge of the rules and regulations.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the staff on this date. Liquid soap and paper towels were observed accessible in the restroom area.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Correction Deadline: 10/19/2020

Corrected on 2/3/2021

.11(2) - Citation observed to be corrected on this date. Staff stated discontinued use of the safety strap and stated age-appropriate discipline practices.

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)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleeping position was discussed. Cribs and rest mats were observed to be in good repair.

Staff Records

Records Reviewed: 35

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 11/14/2016

Staff # 2

Met

Date of Hire: 10/01/2008

Staff # 3

Met

Date of Hire: 01/05/2021

Staff # 4

Met

Date of Hire: 02/11/2008

| | |
|--|-----|
| Staff # 5 Date of Hire: 09/20/2019 | Met |
| Staff # 6 Date of Hire: 10/01/2012 | Met |
| Staff # 7 | Met |
| Staff # 8 Date of Hire: 11/20/2020 | Met |
| Staff # 9 Date of Hire: 01/01/2013 | Met |
| Staff # 10 Date of Hire: 09/26/2020 | Met |
| Staff # 11 Date of Hire: 08/09/2008 | Met |
| Staff # 12 Date of Hire: 08/01/2019 | Met |
| Staff # 13 | Met |
| Staff # 14 Date of Hire: 07/01/2015 | Met |
| Staff # 15 Date of Hire: 06/11/2020 | Met |
| Staff # 16 Date of Hire: 06/12/2020 | Met |
| Staff # 17 Date of Hire: 03/12/2019 | Met |
| Staff # 18 Date of Hire: 09/15/2020 | Met |
| Staff # 19 Date of Hire: 12/20/2017 | Met |
| Staff # 20 Date of Hire: 11/01/2008 | Met |

| | |
|--|--|
| Staff # 21 Date of Hire: 08/06/2020 | Met |
| Staff # 22 Date of Hire: 02/28/2019 | Met |
| Staff # 23 Date of Hire: 06/25/2017 | Met |
| Staff # 24 Date of Hire: 02/07/2020 | Met |
| Staff # 25 Date of Hire: 08/13/2019 | Met |
| Staff # 26 Date of Hire: 08/01/2008 | Met |
| Staff # 27 Date of Hire: 08/01/2008 | Met |
| Staff # 28 Date of Hire: 09/20/2019 | Met |
| Staff # 29 Date of Hire: 02/04/2021 | Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u> |
| Staff # 30 Date of Hire: 09/21/2017 | Met |
| Staff # 31 Date of Hire: 06/15/2020 | Met |
| Staff # 32 Date of Hire: 10/31/2020 | Met |
| Staff # 33 Date of Hire: 03/17/2011 | Met |
| Staff # 34 Date of Hire: 03/01/2019 | Met |
| Staff # 35 Date of Hire: 10/01/2008 | Met |

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

Not Met

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff #29 was observed to have satisfactory Fingerprint Records Check Determination letter that had not been ported electronically.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure CRC rules are maintained.

Correction Deadline: 2/5/2021

Recited on 2/3/2021

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(5) - Ensure 10 hours of diverse training is obtained every calendar year. Consultant discussed that Health and Safety Orientation does not count towards annual training after the first calendar year.

Correction Deadline: 3/5/2021

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

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio was observed.

591-1-1-.32 Supervision(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.