



**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:** 3/28/2018    **VisitType:** Licensing Study    **Arrival:** 9:10 AM    **Departure:** 12:30 PM

**CCLC-23064**

**The Carpenter's Shop**

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

**Regional Consultant**

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:**

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
03/28/2018	Licensing Study	Good Standing	
09/08/2017	Monitoring Visit	Good Standing	
03/15/2017	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- 3's	Three Year Olds and Four Year Olds	3	21	C	15	NC	NA	NA	Circle Time
Main	B- 3's	Three Year Olds and Four Year Olds	3	26	C	15	NC	NA	NA	Outside
Main	C- 2's	One Year Olds and Two Year Olds	2	21	C	15	NC	NA	NA	Music
Main	D- 18m-24m	One Year Olds and Two Year Olds	3	15	C	11	NC	NA	NA	Free Play
Main	E- 2's	Two Year Olds and Three Year Olds	2	19	C	18	NC	NA	NA	Free Play, Art
Main	F- 5's	Four Year Olds and Five Year Olds	2	22	C	18	NC	NA	NA	Circle Time
Main	G-	Infants and One Year Olds	4	16	C	19	C	NA	NA	Nap, Free Play, Floor Play
Main	H- 4's	Four Year Olds and Five Year Olds	2	18	C	19	C	NA	NA	Circle Time, Story
Main	I-	Four Year Olds and Five Year Olds	2	15	C	11	NC	NA	NA	Art, Centers
Main	J- Kindergarten	Five Year Olds and Six Year Olds and Over	1	12	C	20	C	NA	NA	Transitioning

Total Capacity @35 sq. ft.: 161

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 185

Total Capacity @35 sq. ft.: 161


Total Capacity @25 sq. ft.: 0

<b>Building</b>	<b>Playground</b>	<b>Playground Occupancy</b>	<b>Playground Compliance</b>
Main	A- Playground	113	C

**Comments**

Plan of Improvement: To Be Submitted 04/11/2018

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](http://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@decalfga.gov](mailto:CCSRefutations@decalfga.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://decalfga.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.decalfga.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@decalfga.gov](mailto:qualityrated@decalfga.gov)

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Donna Harris, Program Official

Date

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Karyn Presley, Consultant

Date



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### Findings Report

**Date:** 3/28/2018    **VisitType:** Licensing Study    **Arrival:** 9:10 AM    **Departure:** 12:30 PM

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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 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: 5**

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

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

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

Met

#### Comment

Reminder to have children's application filled out completely

### Facility

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**591-1-1-.19 License Capacity(CR)****Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant's observation that there were 21 children in room A that is licensed for 15 children, 26 children in room B that is licensed for 15 children, 21 children in room C that is licensed for 15 children, 15 children in room D that is licensed for 11 children, 19 children in room E that is licensed for 18 children, 22 children in room F that is licensed for 18 children and 15 children in room I that is licensed for 11 children. Also the facility's total capacity is 140 and the facility has 185 children present.

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**Correction Deadline: 3/30/2018****Recited on 3/28/2018**

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

No hazards observed accessible to children on this date.

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**591-1-1-.26 Playgrounds(CR)****Met****Comment**

Playground observed to be clean and in good repair.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Discussed updated USDA guidelines.

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

The consultant observed complete emergency drills and updated emergency plans

**Correction Deadline: 4/2/2018**

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**Safety**

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**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 37****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 05/29/2017	
Staff # 2	Met
Date of Hire: 09/29/2016	
Staff # 3	Met
Date of Hire: 08/11/2010	
Staff # 4	Met
Date of Hire: 07/13/2017	
Staff # 5	Met
Date of Hire: 11/14/2016	
Staff # 6	Met
Date of Hire: 10/01/2008	
Staff # 7	Met
Date of Hire: 06/12/2017	

Staff # 8 Date of Hire: 06/12/2017	Met
Staff # 9 Date of Hire: 06/23/2014	Met
Staff # 10 Date of Hire: 11/05/2008	Met
Staff # 11 Date of Hire: 06/01/2015	Met
Staff # 12 Date of Hire: 08/01/2007	Met
Staff # 13 Date of Hire: 06/21/2017	Met
Staff # 14 Date of Hire: 07/01/2017	Met
Staff # 15 Date of Hire: 08/11/2014	Met
Staff # 16 Date of Hire: 10/23/2012	Met
Staff # 17 Date of Hire: 03/06/2012	Met
Staff # 18 Date of Hire: 08/01/2011	Met
Staff # 19 Date of Hire: 10/06/2008	Met
Staff # 20 Date of Hire: 02/01/2012	Met
Staff # 21 Date of Hire: 01/07/2015	Met
Staff # 22 Date of Hire: 08/31/2015	Met

Staff # 23 Date of Hire: 07/27/2015	Met
Staff # 24	Met
Staff # 25 Date of Hire: 05/19/2014	Met
Staff # 26 Date of Hire: 08/10/2015	Met
Staff # 27 Date of Hire: 01/07/2015	Met
Staff # 28 Date of Hire: 10/20/2017	Met
Staff # 29 Date of Hire: 07/27/2015	Met
Staff # 30 Date of Hire: 10/23/2007	Met
Staff # 31 Date of Hire: 01/28/2013	Met
Staff # 32 Date of Hire: 08/30/2015	Met
Staff # 33	Met
Staff # 34 Date of Hire: 07/28/2014	Met
Staff # 35 Date of Hire: 01/02/2012	Met
Staff # 36 Date of Hire: 08/05/2013	Met
Staff # 37 Date of Hire: 02/09/2009	Met

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**Staff Credentials Reviewed: 37**



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

**Comment**

Criminal records checks were observed to be complete.

**Comment**

Director provided one file for employee hired since last visit.

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

**Comment**

Please replace/add missing/expired item.

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Consultant observed Health and Safety Training for all required staff and complete 2017 training.

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

**Comment**

Center staff were observed to comply with all applicable laws and regulations

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.