



**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: 11/19/2018 **VisitType:** Licensing Study

Arrival: 11:20 AM

Departure: 2:00 PM

CCLC-23368

Stages Early Learning Enrichment Center, LLC

5027 Flint Hill Rd Austell, GA 30106 Cobb County
(678) 945-1087 makingadifference@stageselec.com

Regional Consultant

Alison Benson

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Mailing Address

PO Box 736
Clarksdale, GA 30111

Quality Rated: ★

Compliance Zone Designation		
11/19/2018	Licensing Study	Good Standing
01/10/2018	Licensing Study	Good Standing
08/17/2017	Monitoring Visit	Good Standing

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.

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- 18mos-2yr	Three Year Olds and Four Year Olds	1	9	C	15	C	NA	NA	Lunch
Main	B- 6wks-18mos	Infants and One Year Olds	1	6	C	9	C	NA	NA	Nap
Main	C- 3yr & up	Six Year Olds and Over	2	11	C	17	C	24	C	Transitioning
Total Capacity @35 sq. ft.: 41						Total Capacity @25 sq. ft.: 48				
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 41			Total Capacity @25 sq. ft.: 48				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	71	C

Comments

Fingerprint letters observed for all staff.

Plan of Improvement: Developed This Date 11/19/2018

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).



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

Shawndra Williams, Program Official

Date

Alison Benson, Consultant

Date



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Findings Report

Date: 11/19/2018 **VisitType:** Licensing Study **Arrival:** 11:20 AM **Departure:** 2:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities **Met**

Correction Deadline: 1/10/2018

Corrected on 11/19/2018
.03(2) - Lesson plans were observed to be current.

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) **N/A**

Comment
 Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

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

.08(1)-Doctor, Clinic, Phone Numbers,.08(3)-Address of Release Person Missing

Child # 5

Met

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that 1 of 5 enrollment forms did not include Dr. phone number and 2 of 5 did not include release persons address.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 12/3/2018

Recited on 11/19/2018

Facility

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)

Met

Comment

No hazards observed accessible to children on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute.

Food Service

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

Met

Correction Deadline: 1/10/2018

Corrected on 11/19/2018

.15(2) - Feeding plans were observed to be current.

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Staff stated proper hand washing procedures.

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

N/A

Comment

Per director, no medication is being dispensed at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Correction Deadline: 1/15/2018

Corrected on 11/19/2018

.21(3) - Emergency drill documentation was observed to be current.

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 08/01/2018

Staff # 2 Met

Date of Hire: 08/13/2018

Staff # 3 Met

Date of Hire: 11/05/2018

Staff # 4 Met

Date of Hire: 07/29/2017

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 5 Date of Hire: 08/14/2018	Met
Staff # 6	Met
Staff # 7 Date of Hire: 11/18/2009	Met
Staff # 8 Date of Hire: 03/14/2011	Met

Staff Credentials Reviewed: 8

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

Comment

Criminal record checks were observed to be complete.

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

Correction Deadline: 1/10/2018

Corrected on 11/19/2018

.09(1)(a) - Criminal records were observed for all current staff.

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

Correction Deadline: 2/9/2018

Corrected on 11/19/2018

.14(1) - 50 percent CPR/First Aid training was observed.

591-1-1-.33 Staff Training Met

Correction Deadline: 2/9/2018

Corrected on 11/19/2018

.33(3) - This has been corrected.

Correction Deadline: 1/20/2018

Corrected on 11/19/2018

.33(7) - 2017 annual training was observed on this date.

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Adequate supervision observed on this date.