



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: 5/20/2020 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 11:30 AM

CCLC-24436

Kids Come First Early Learning Centers #1

495 Scenic Hwy Lawrenceville, GA 30046 Gwinnett County
 (800) 880-8849 info@kidscomefirstelc.com

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@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.
05/20/2020	Licensing Study	Good Standing	
11/05/2019	Monitoring Visit	Good Standing	
05/09/2019	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 (Far Back)		0	0	C	8	C	NA	NA	
Main	B (Back Right)	One Year Olds	1	4	C	7	C	NA	NA	Outside
Main	C (2R)		0	0	C	10	C	NA	NA	
Main	D (1R)	Five Year Olds and Six Year Olds and Over	1	11	C	25	C	NA	NA	Centers
Main	E (1L)	Two Year Olds and Three Year Olds	1	6	C	13	C	NA	NA	Outside
Main	F (Back Left)		0	0	C	6	C	NA	NA	

Total Capacity @35 sq. ft.: 69

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 21

Total Capacity @35 sq. ft.: 69

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	114	C

Comments

An Administrative Review was conducted on May 20, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 19, 2020 with the 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.

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

Vicky King, Program Official

Date

Margarita Collier, 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

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

Discussed rotating toys to support the procedures of daily disinfecting.

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

Technical Assistance

Comment

Parent authorizations obtained/completed.

Technical Assistance

Please ensure that parents are consistently signing children in and out daily.

Technical Assistance

Please ensure that the parents update the following information as needed:

- Parents' personal and/or work telephone numbers and address
- Emergency contact information
- Release to persons' names and addresses
- Children's allergies and/or medical needs

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Technical Assistance****Comment**

Bathrooms observed to be clean and well maintained.

Technical Assistance

Please monitor bathrooms for necessary supplies.

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)**Technical Assistance****Technical Assistance**

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

Comment

Center appears clean and well maintained.

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

Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Staff stated the proper handwashing procedures for staff and children.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.27 Posted Notices**Technical Assistance****Technical Assistance**

Please make sure that all required signs are posted and up to date.

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

Discussed reporting requirements via DECAL KOALA with the director.

Safety

591-1-1-.05 Animals**Met****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. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)**Technical Assistance****Technical Assistance**

Proper field trip documentation and regulations regarding checklists, name tags and permission forms was discussed on this date.

Comment

Center does not participate in field trips at this time.

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

The consultant observed a current vehicle inspection report for vehicle tag number DQM 468. The annual vehicle inspection report expires on February 7, 2021.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****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: 4**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 07/27/2009

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Staff # 2 Met
Date of Hire: 08/27/2019

Staff # 3 Met
Date of Hire: 03/15/2009

Staff # 4 Met
Date of Hire: 11/05/2019

Staff Credentials Reviewed: 6

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

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members' criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired and/or seasonal staff members with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

Comment

The consultant reviewed four staff files on this date. The consultant observed four of four staff members to have evidence of a satisfactory comprehensive criminal record check letter on file.

Comment

The director provided two files for staff members hired since the previous visit was conducted on November 5, 2019. The consultant observed two of two newly hired staff members to have evidence of a satisfactory comprehensive criminal record check letter.

591-1-1-.14 First Aid & CPR Technical Assistance

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

Technical Assistance

Please ensure to monitor the expiration dates of all staff members first aid and CPR training cards.

591-1-1-.33 Staff Training Technical Assistance

Comment

Documentation observed of required staff training.

Technical Assistance

Please ensure that all newly hired staff members complete the required health and safety orientation training and first aid and CPR training within the first 90-days of their date of hire.

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

Technical Assistance

Consultant discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months with the director.

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)**Technical Assistance****Technical Assistance**

Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.