



**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:** 1/24/2018    **VisitType:** Monitoring Visit    **Arrival:** 9:00 AM    **Departure:** 10:30 AM

**CCLC-2725**

**Miss Kay's Daycare And Learning Center**

16 Pine Street Monticello, GA 31064 Jasper County  
 (706) 468-2718 misskays@bellsouth.net

**Regional Consultant**

Sondra Paster

Phone: (478) 314-5803

Fax: (478) 314-5811

sondra.paster@dec.al.gov

**Mailing Address**

P. O. BOX 168  
 MONTICELLO, GA 31064

**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.
01/24/2018	Monitoring Visit	Good Standing	
08/01/2017	Licensing Study	Good Standing	
02/09/2017	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
Annex	School-age		0	0	C	20	C	28	C	Not In Use
Total Capacity @35 sq. ft.: 20			Total Capacity @25 sq. ft.: 118							
Main	1L (6year-11years)		0	0	C	26	C	36	C	
Main	1R (infants-1year)	Infants and One Year Olds	3	16	C	20	C	NA	NA	Free Play,Nap,Floor Play
Main	2L (3years-4years)	Three Year Olds and Four Year Olds	2	19	C	32	C	NA	NA	Art,Centers,Free Play
Main	2R (1year-2 years)	One Year Olds and Two Year Olds	2	14	C	20	C	NA	NA	Free Play,Centers
Total Capacity @35 sq. ft.: 98			Total Capacity @25 sq. ft.: 118							
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 118			Total Capacity @25 sq. ft.: 118				

Building	Playground	Playground Occupancy	Playground Compliance
Annex	Annex Playground	177	C
Main	Main Playground	170	C

**Comments**

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).



**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@dec.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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). 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.dec.al.ga.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Martha Kindred, Program Official

Date

Sondra Paster, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Met

#### Comment

The consultant observed no hazardous or unsecured equipment on this date.

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

Met

#### Comment

Center does not provide swimming activities.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

Correction Deadline: 8/1/2017

Corrected on 1/24/2018

The center was observed to maintain license capacities throughout the center on this date.

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

Met

Correction Deadline: 8/1/2017

Corrected on 1/24/2018

The consultant observed the two-year-old classroom to have repainted walls on this date.

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

Met

#### Comment

Playground observed to be clean and in good repair.

Correction Deadline: 8/11/2017

Corrected on 1/24/2018

The consultant observed all equipment to be secured on this date.

## 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 were observed to remind children to wash hands.

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

Met

#### Comment

Documentation for medication dispensing observed complete.

## Safety

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

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

#### Comment

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

### 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

Discussed SIDS and infant sleeping position.

#### Comment

Pleasant naptime environment observed.

#### 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: 20

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 02/08/2016

Staff # 2

Met

Date of Hire: 05/26/2005

Staff # 3

Met

Date of Hire: 05/26/2005

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Staff # 4	Met
Staff # 5	Met
Date of Hire: 12/28/2009	
Staff # 6	Met
Date of Hire: 09/28/2010	
Staff # 7	Met
Date of Hire: 09/28/2010	
Staff # 8	Met
Date of Hire: 03/31/2003	
Staff # 9	Met
Date of Hire: 12/12/2016	
Staff # 10	Met
Staff # 11	Met
Date of Hire: 11/06/2017	
Staff # 12	Met
Date of Hire: 11/06/2017	
Staff # 13	Met
Date of Hire: 11/16/1987	
Staff # 14	Met
Date of Hire: 06/15/2011	
Staff # 15	Met
Date of Hire: 11/08/2007	
Staff # 16	Met
Date of Hire: 11/08/2007	
Staff # 17	Met
Date of Hire: 07/18/1988	
Staff # 18	Met
Staff # 19	Met
Date of Hire: 11/16/1987	
Staff # 20	Met

**Records Reviewed: 20**

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

Date of Hire: 03/10/2015

**Staff Credentials Reviewed: 20**

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

**Technical Assistance**

**Comment**

Criminal records checks were observed to be complete.

**Comment**

Director provided two files for employees hired since last visit on August 1, 2017.

**Technical Assistance**

The director was informed that a fingerprint background determination for any staff that had fingerprints completed before January 1, 2014 must obtain an updated fingerprint determination by October 1, 2018. The director was further informed that all staff must have a comprehensive background check determination on file no later than October 1, 2018.

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

**Met**

**Comment**

Staff observed to meet applicable laws and regulations on this date.

**Staffing and Supervision**

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

**Met**

**Correction Deadline: 8/1/2017**

**Corrected on 1/24/2018**

**The consultant observed to center to maintain ratios on this date.**

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

**Met**

**Comment**

Adequate supervision observed on this date.