



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: 8/17/2020 **VisitType:** Licensing Study **Arrival:** 1:10 PM **Departure:** 2:10 PM

CCLC-27330

Kid's Time Learning Academy

567 Hamilton Holmes Dr. NW Atlanta, GA 30318 Fulton County
 (404) 792-9933 dixonvd@bellsouth.net

Regional Consultant

Lajuana Williams

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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.
08/17/2020	Complaint Investigation & Licensing Study	Good Standing	
03/11/2020	Incident Investigation/Monitoring Visit	Good Standing	
03/11/2020	Incident Investigation Closure	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
I: Main	1L: A	Infants and One Year Olds and Two Year Olds	2	6	C	22	C	NA	NA	Floor Play, Diapering
I: Main	1R: E-Front	PreK	2	7	C	23	C	NA	NA	Music
I: Main	1R: F		0	0	C	12	C	NA	NA	Not In Use
I: Main	2L: B	Three Year Olds	1	8	C	20	C	NA	NA	Snack
I: Main	2R: D-Middle	Five Year Olds and Six Year Olds and Over	1	9	C	23	C	NA	NA	Transitioning
I: Main	3R: C-Rear		0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 122			Total Capacity @25 sq. ft.: 0							
I: Main-Rear	2R: G		0	0	C	12	C	NA	NA	Not In Use
I: Main-Rear	3R: H		0	0	C	12	C	NA	NA	Not In Use
I: Main-Rear	4R: I		0	0	C	17	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 41			Total Capacity @25 sq. ft.: 0							
II: Rear/Kit	J: Left		0	0	C	18	C	NA	NA	Not In Use
II: Rear/Kit	K: Right		0	0	C	15	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 33			Total Capacity @25 sq. ft.: 0							

Modular	L: Left	0	0	C	14	C	NA	NA	Not In Use
Modular	M: Right	0	0	C	20	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 34				Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 30		Total Capacity @35 sq. ft.: 230			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
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Comments

An Administrative Review was conducted on August 17, 2020. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on August 20, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15 , 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 08/17/2020

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/ChildCare/ChildCareRulesAndRegulations.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.decal.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@decal.ga.gov

Dana Dixon, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 8/17/2020 **VisitType:** Licensing Study **Arrival:** 1:10 PM **Departure:** 2:10 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment**591-1-1-.03 Activities****Not Evaluated****Comment**

591-1-1-.03- A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/17/2020

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. Discussed rotating toys to support the procedures of daily disinfecting.

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: 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**

Children's Records were reviewed as a part of the Administrative Review. 5 of 5 records were observed to be complete, however, please ensure the following is maintained on file for all authorized release persons: Name, complete address, telephone number, relationship to the child and relationship to the parent or guardian , and any other identifying information.

Facility

591-1-1-.06 Bathrooms**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Please monitor bathrooms for necessary supplies.

591-1-1-.19 License Capacity(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through an appropriate number of children observed in that the licensed capacity was observed to be met by center.

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

591-1-1-.25 - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date, however, the storage of larger bottles could not be observed due to technical difficulties. This rule will be evaluated on the next inspection.

591-1-1-.25 Physical Plant-Structural/Mechanical**Not Evaluated****Comment**

591-1-1-.25 - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/17/2020

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

Correction Deadline: 12/6/2019

Corrected on 8/17/2020

.26(8) - Previous cite corrected. A Virtual Visit was conducted due to the COVID-19 pandemic. The Director measured the mulch under the two yellow slides during the virtual walk through and the depth appeared to be six inches. The center will ensure a fall zone of at least six inches is maintained not only under the equipment but also surrounding the equipment on the sides and anywhere a child could potentially fall off to prevent injury. Discussed adding, fluffing and redistributing the material.

Food Service

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

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Health and Hygiene

591-1-1-.07 Children's Health**Technical Assistance****Technical Assistance**

591-1-1-.07(3) - A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through new reporting requirements and Interim COVID-19 Guidance was discussed. Additionally, it was discussed that the use of face masks for children under three years was not recommended.

Correction Deadline: 8/17/2020

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

Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. During the virtual walk through diapering was observed. Please ensure staff follow all required steps, handwashing and procedures. Please ensure the diapering process is posted in the applicable classrooms.

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 Director on this date. Liquid soap and paper towels were observed accessible and handwashing was observed in one classroom.

591-1-1-.20 Medications(CR)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Evaluated****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

591-1-1-.27 Posted Notices**Not Evaluated****Comment**

591-1-1-.27 - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 8/17/2020

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

591-1-1-.29 - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was discussed along with upcoming rules changes. The rule will be reviewed during the next regulatory visit.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Regulations regarding proper discipline were discussed with the Director on this date. Age-appropriate discussion and/or redirection was observed during the virtual walk through.

591-1-1-.13 Field Trips(CR)

Not Evaluated

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the Administrative review the Director stated there had not been transportation since the beginning of March. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

Defer

Defer

591-1-1-.36(7)(c)2.-A Virtual Visit was conducted due to the COVID-19 pandemic. During the Administrative review the Director stated there had not been transportation since the beginning of March. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 3/12/2020

Defer

591-1-1-.36(7)(c)3.-A Virtual Visit was conducted due to the COVID-19 pandemic. During the Administrative review the Director stated there had not been transportation since the beginning of March. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring. Additionally, the center will ensure a note is documented if children are on the vehicle for more than 45 minutes.

Correction Deadline: 3/12/2020

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 and staff stated proper knowledge of the rules. Additionally, proper storage of bedding was observed for the older children in care.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 09/08/2016	
Staff # 2	Met
Date of Hire: 02/08/2016	
Staff # 3	Met
Date of Hire: 01/09/2020	

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 4 Date of Hire: 07/01/2011	Met
Staff # 5 Date of Hire: 11/01/2017	Met
Staff # 6 Date of Hire: 11/07/2018	Met
Staff # 7	Met
Staff # 8 Date of Hire: 09/12/2016	Met
Staff # 9 Date of Hire: 01/09/2004	Met
Staff # 10 Date of Hire: 07/13/2007	Met
Staff # 11 Date of Hire: 11/30/2015	Met
Staff # 12 Date of Hire: 09/17/2002	Met

Staff Credentials Reviewed: 5

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The Director supplied a completed staff profile for review prior to the virtual walk through. Staff criminal records check information was verified in Koala Outback. Criminal record checks were observed to be complete.

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

Comment

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

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the administrative review completed annual training for 2019 was observed.

Correction Deadline: 9/16/2020

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

Comment

591-1-1-.31(13) - 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 August 15, 2020.

Correction Deadline: 8/17/2020

Correction Deadline: 3/11/2020

Corrected on 8/17/2020

.31(2)(b)2. - Previous cite corrected. During an administrative review Professional Learning Plans were observed for three staff.

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 the center was observed to maintain appropriate staff:child ratios.

The following information is associated with a Complaint Investigation Visit:

Staffing and Supervision

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

Met

Correction Deadline: 3/11/2020

Corrected on 8/17/2020

.32(7) - Previous cite corrected. A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed