



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: 3/11/2020 **VisitType:** Incident Investigation/Monitoring Visit **Arrival:** 12:30 PM **Departure:** 3:30 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: ★ ★

<u>Compliance Zone Designation</u>		
03/11/2020	Incident Investigation/Monitoring Visit	Good Standing
03/11/2020	Incident Investigation Closure	Good Standing
11/26/2019	Complaint Closure	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
I: Main	1L: A	Infants and One Year Olds	2	12	C	22	C	NA	NA	Nap, Diapering, Floor Play
I: Main	1R: E-Front		0	0	C	23	C	NA	NA	Not In Use
I: Main	1R: F		0	0	C	12	C	NA	NA	Not In Use
I: Main	2L: B	Three Year Olds	1	14	C	20	C	NA	NA	Nap
I: Main	2R: D-Middle	PreK	1	18	C	23	C	NA	NA	Nap
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	Two Year Olds	1	10	C	12	C	NA	NA	
I: Main-Rear	4R: I	Two Year Olds	1	10	C	17	C	NA	NA	Nap
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: 64		Total Capacity @35 sq. ft.: 230			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 03/11/2020

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.al.ga.gov/CCS/RulesAndRegulations.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.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).

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

Dana Dixon, Program Official

Date

Lajuana Williams, 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)

Technical Assistance

Technical Assistance

591-1-1-.12(4) - Please ensure the shelf located near the sink in the 1 L classroom is secured.

Correction Deadline: 3/11/2020

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

N/A

Comment

Center does not provide swimming activities.

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)

Defer

Comment

Please ensure a cap or cover is added to the gate post at the entry to the play area to prevent a nesting hazard. Please ensure any accumulation of tree nuts are removed prior to putting down new resilient surface material.

Defer

591-1-1-.26(8)- Playground observed this date. Per the Director the playground had not been in use due to inclement weather and additional resilient surface material was required due to the heavy rains. Resilient surface material will be reviewed on the next visit.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 12/6/2019

Health and Hygiene

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

Comment

Proper diapering procedures observed.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

The Provider currently does not dispense/administer medication.

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) Not Met

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on the observation of school transportation checklists for March 6, 2020 that the load and unloading of four children picked up from Atlanta Heights during afternoon school transportation was not accounted for immediately as the children entered and exited the vehicle with a mark or symbol.

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

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on the observation of school transportation for March 6 2020 that times of departure, arrival and return were noted for Atlanta Heights and Scott Elementary.

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 09/08/2016	
 Staff # 2	 Met
Date of Hire: 02/08/2016	
 Staff # 3	 Met
Date of Hire: 07/01/2011	
 Staff # 4	 Met
Date of Hire: 11/01/2017	
 Staff # 5	 Met
Date of Hire: 11/07/2018	
 Staff # 6	 Met
Date of Hire: 12/10/2020	
 Staff # 7	 Met
Date of Hire: 09/12/2016	
 Staff # 8	 Not Met
Date of Hire: 01/09/2004	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
 Staff # 9	 Met
Date of Hire: 07/13/2007	
 Staff # 10	 Not Met

Date of Hire: 09/17/2002

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff Credentials Reviewed: 5

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

Comment

Director provided one files for employees hired since last visit.

591-1-1-.31 Staff(CR) Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on the observation of staff records that two lead teachers did not meet the minimum academic requirements. There were no professional learning plans on file for staff # .

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 3/11/2020

Recited on 3/11/2020

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.