



**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:** 2/28/2019 **VisitType:** Follow-Up

**Arrival:** 12:40 PM

**Departure:** 3:00 PM

**CCLC-30199**

**First Step Learning Center**

1060 Franklin Gateway Marietta, GA 30067 Cobb County  
(678) 831-0669 firststepcenter@yahoo.com

**Regional Consultant**

Courtney Moody

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
02/28/2019	Complaint Investigation Follow Up	Good Standing
02/28/2019	Complaint Closure	Good Standing
02/25/2019	Licensing Study	Deficient

**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	Room A - Infants - Right Side	Infants	1	5	C	17	C	NA	NA	Floor Play
Main	Room B - 1 & 2 yr olds - Left Side		0	0	C	18	C	NA	NA	
Main	Room C - 2 year - Middle Back	One Year Olds and Two Year Olds	2	17	C	20	C	NA	NA	Nap
Main	Room D - Pre-K Back Left	PreK	1	19	C	37	C	NA	NA	Nap
Main	Room E - Front Right	PreK	2	14	C	37	C	NA	NA	Nap
Main	Room F - Front Left	Three Year Olds and Four Year Olds	3	24	C	37	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 166						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 79			Total Capacity @35 sq. ft.: 166			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Area B - Younger - Left Side	54	C
Main	Room A - Older - Right Side	115	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).



Please refer to the website, <http://www.dec.state.ga.us/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.

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#### 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](mailto: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.

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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](mailto:qualityrated@dec.state.ga.us)

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Roma Gambrel, Program Official

Date

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Courtney Moody, Consultant

Date



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### Findings Report

Date: 2/28/2019 VisitType: Follow-Up

Arrival: 12:40 PM

Departure: 3:00 PM

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The following information is associated with a Complaint Investigation Follow Up:

### Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 2/25/2019

Corrected on 2/28/2019

.03(2) - The center has a plan in place to ensure that lesson plans are current.

### Facility

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

Met

Correction Deadline: 2/25/2019

Corrected on 2/28/2019

.19(1) - Licensed capacity observed to be routinely met by center.

### Health and Hygiene

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

Met

Correction Deadline: 2/25/2019

Corrected on 2/28/2019

.10(4) - Appropriate diapering steps were observed on this date.

### Policies and Procedures

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

Defer

Defer

591-1-1-.21(3)- The center plans to have a fire drill before the end of the month. This rule will be deferred until the next regular visit.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 3/2/2019**

**Safety**

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

**Met**

**Correction Deadline: 3/2/2019**

**Corrected on 2/28/2019**

.36(4)(a) - The vehicle inspection was completed on February 26, 2019.

**Correction Deadline: 2/26/2019**

**Corrected on 2/28/2019**

.36(7)(d)1. - The center has a plan in place to ensure that transportation logs are complete.

**Correction Deadline: 2/25/2019**

**Corrected on 2/28/2019**

.36(7)(d)2. - The center has a plan in place to ensure that transportation logs are complete.

**Sleeping & Resting Equipment**

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

**Met**

**Correction Deadline: 2/25/2019**

**Corrected on 2/28/2019**

.30(1)(b)3 - All children were observed to have sheets and blankets during naptime.

**Staff Records**

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

**Defer**

**Defer**

591-1-1-.14(1)- The CPR and First Aid training course has been scheduled. The rule citation will be evaluated at the next visit.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 3/27/2019**

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

**Defer**

**Defer**

591-1-1-.33(6)- The annual training courses have been scheduled. The rule citation will be evaluated at the next visit.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 2/28/2019

<b>Staffing and Supervision</b>
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591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Correction Deadline: 2/25/2019

Corrected on 2/28/2019

.32(2) - Appropriate staff:child ratios observed.