



**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: 12/9/2020 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 3:30 PM

CCLC-30199

First Step Learning Center

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

Regional Consultant

Courtney Reid

Phone: (800) 796-7861
Fax: (800) 798-6764
courtney.moody@decals.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.
12/09/2020	Licensing Study	Good Standing	
07/21/2020	Complaint Investigation by Phone	Good Standing	
03/09/2020	Licensing Study	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	Room A - Infants - Right Side		0	0	C	17	C	NA	NA	
Main	Room B - 1 & 2 yr olds - Left Side	One Year Olds	1	4	C	18	C	NA	NA	Free Play
Main	Room C - 2 year - Middle Back		0	0	C	20	C	NA	NA	Not In Use
Main	Room D - Pre-K Back Left		0	0	C	37	C	NA	NA	
Main	Room E - Front Right		0	0	C	37	C	NA	NA	Not In Use
Main	Room F - Front Left	Three Year Olds and Four Year Olds	2	10	C	37	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 166						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 14			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

An Administrative Review was conducted on December 9, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 23, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive order was reviewed during the virtual inspection

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.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

Roma Gambrel, Program Official

Date

Courtney Moody, Consultant

Date



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Findings Report

Date: 12/9/2020 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 3:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

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

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

Met

Correction Deadline: 3/9/2020

Corrected on 12/9/2020

.08(1) - Children's records were complete.

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****Correction Deadline: 3/9/2020****Corrected on 12/9/2020****.25(3) - Corrected. Facility in good repair.****591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 3/19/2020****Corrected on 12/9/2020****.26(6) - The toys were removed.****Food Service****591-1-1-.15 Food Service & Nutrition****Met****Correction Deadline: 3/9/2020****Corrected on 12/9/2020****.15(2) - The center has a plan in place to ensure feeding plans are updated every 2 to 3 months as needed.****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**

Proper hand washing of children and staff was discussed with the director on this date.

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

The Provider currently does not dispense/administer medication at this time.

Organization**591-1-1-.16 Governing Body & License****Met****Correction Deadline: 7/21/2020****Corrected on 12/9/2020****.16(e) - The center has a plan in place for amendments.****Safety**

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

The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

Center does not provide routine transportation at this time due to COVID-19.

Defer

591-1-1-.36(4)(b)- Transportation is not being provided at this time due to COVID-19; transportation will resume later.

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 3/10/2020**Defer**

591-1-1-.36(4)(c)- Transportation is not being provided at this time due to COVID-19; transportation will resume later.

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Correction Deadline: 3/9/2020**Defer**

591-1-1-.36(7)(b)- Transportation is not being provided at this time due to COVID-19; transportation will resume later.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 3/10/2020

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

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met

Staff Credentials Reviewed: 3

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

Comment

Criminal record checks were observed to be complete.

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

Defer

591-1-1-.14(3)- Transportation is not being provided at this time due to COVID-19; transportation will resume later.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 3/19/2020

591-1-1-.24 Personnel Records Met

Correction Deadline: 3/14/2020

Corrected on 12/9/2020

.24(1) - Applications were completed for all staff.

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Staff observed to provide direct supervision and be attentive to children's needs.