



**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:** 8/20/2018    **VisitType:** Licensing Study    **Arrival:** 12:15 PM    **Departure:** 3:00 PM

**CCLC-30865**

**Kuddles & Huggs Learning Academy**

4114 Aslan Road Valdosta, GA 31605 Lowndes County  
(229) 671-4949 kuddleshuggs@yahoo.com

**Regional Consultant**

Beth Houtz

Phone: (229) 238-2130  
Fax: (229) 238-2955  
beth.houtz@dec.al.ga.gov

**Mailing Address**  
Same

**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.
08/20/2018	Licensing Study	Good Standing	
06/13/2018	Complaint Investigation Follow Up	Good Standing	
06/13/2018	Complaint 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
Bld 2	Bld 2-rm E	Four Year Olds	1	11	C	17	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 17			Total Capacity @25 sq. ft.: 95							
Bld 3	Rm F (middle bld)	Infants	1	6	C	19	C	NA	NA	Floor Play,Nap
Total Capacity @35 sq. ft.: 19			Total Capacity @25 sq. ft.: 95							
Main	Bld 1-Rm A-4's	PreK	2	21	C	22	C	31	C	Nap,Lunch,Trans itioning
Main	Bld 1-Rm B-3-4's		0	0	C	12	C	17	C	
Main	Bld 1-Rm C-infant		0	0	C	5	C	NA	NA	
Main	Bld 1-Rm D-1-2's	One Year Olds	2	11	C	20	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 59			Total Capacity @25 sq. ft.: 95							
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 95			Total Capacity @25 sq. ft.: 95				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	34	C

**Comments**

The purpose of today's visit is a licensing study. This is the first visit of the fiscal year. The center does transport children. The first part of after school transportation was observed by the consultant during the viist.

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.

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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.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.

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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). 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)

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Latoya Smith, Program Official

Date

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Beth Houtz, Consultant

Date



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### Findings Report

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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: 4**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

**591-1-1-.08 Children's Records**

**Met**

**Comment**

Records were observed to be complete and well organized.

### Facility

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**591-1-1-.06 Bathrooms** **Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

No hazards observed accessible to children on this date.

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

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute. Additionally, painting the tree roots so that they are more visible was discussed.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

**Technical Assistance**

591-1-1-.10(4) - The consultant observed the changing pad in the one-year-old room to be quilted and have a small tear in the vinyl. The Director removed the changing pad during the visit and threw it away. The Director will ensure changing surfaces are non-porous and cleanable.

**Correction Deadline: 8/20/2018**

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The Provider currently does not dispense/administer medication.

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**Safety**

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

**Comment**

Center does not keep animals on premises.

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

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

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****Technical Assistance****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director. The center is currently using the van with the license plate BNC5149. the other van is not in use per the Director. The consultant discussed with the Director about updating the transportation checklist to have the correct license plate number for the van being used.

**Technical Assistance**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. The consultant observed the driver's transportation training to be past the biannually due date. The driver will update their transportation training and will ensure that the training is renewed every two years as required.

**Correction Deadline: 8/30/2018****Technical Assistance**

591-1-1-.36(7)(b) - The consultant observed one Vehicle Emergency Medical Information form not to have the child's doctor listed on the form. The center was able to pull the child's doctor information from the child's enrollment form. The center will ensure all vehicle medical forms are filled out completely with all required information.

**Correction Deadline: 8/21/2018**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

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<b>Staff Records</b>
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**Records Reviewed: 6****Records with Missing/Incomplete Components: 1**

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Staff # 1

Met

Date of Hire: 03/13/2017

Staff # 2

Met

Date of Hire: 08/06/2018

Staff # 3

Met

Date of Hire: 03/12/2018

Staff # 4 Not Met

Date of Hire: 06/01/2010

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 5 Met

Date of Hire: 08/22/2016

Staff # 6 Met

Date of Hire: 10/10/2012

**Staff Credentials Reviewed: 6**

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

**Comment**

Director provided two file(s) for employees hired since last visit.

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

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**591-1-1-.33 Staff Training Not Met**

**Finding**

591-1-1-.33(5) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that the person preparing meals did not have the required four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage as required.

**POI (Plan of Improvement)**

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

**Correction Deadline: 9/19/2018**

**Correction Deadline: 8/19/2017**

**Corrected on 8/20/2018**

**.33(6) - This citation was observed to be corrected on this date.**

**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**

Center observed to maintain appropriate staff:child ratios.