



**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: 9/19/2017 **VisitType:** Licensing Study **Arrival:** 2:50 PM **Departure:** 4:20 PM

CCLC-30941

Learning Bridge ASP @ Burnt Hickory Elementary

80 North Paulding Dr. Dallas, GA 30132 Paulding County
(770) 815-9820 lbpaulding@gmail.com

Regional Consultant

Morgan Stahl

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morgan.stahl@dec.al.gov

Mailing Address

Same

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.
09/19/2017	Licensing Study	Good Standing	
02/03/2017	Monitoring Visit	Good Standing	
10/17/2016	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	Cafeteria	Five Year Olds and Six Year Olds and Over	3	68	C	115	C	NA	NA	Snack, Transitioning
Main	Gym	Six Year Olds and Over	5	71	C	198	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 313			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 139			Total Capacity @35 sq. ft.: 313			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	179	C

Comments

Plan of Improvement: Developed This Date 09/19/2017

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).

	<p>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. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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@decal.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://decal.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)

Susan Mixon, Program Official

Date

Morgan Stahl, Consultant

Date



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Findings Report

Date: 9/19/2017 **VisitType:** Licensing Study **Arrival:** 2:50 PM **Departure:** 4:20 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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

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

Parent Authorizations Obtained/Completed

Facility

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

Comment

Licensed Capacity Routinely Met

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

Comment

Reminder-Keep Hazards Inaccessible

591-1-1-.26 Playgrounds(CR) **Not Met**

Comment

Discussed-Fluff/Redistribute Surface

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that on the back side of the blue climber, the large blue side had a large crack at the bottom.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 9/29/2017

Food Service

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

Comment

Pre packaged snacks observed.

Correction Deadline: 9/19/2017

Health and Hygiene

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

Comment

The after school program does not provide care for diapered children.

Correction Deadline: 9/19/2017

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

Comment

Observed-Staff Remind Children Wash Hand

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

Comment

The after school program does not currently dispense medication.

Correction Deadline: 9/19/2017

Organization

591-1-1-.16 Governing Body & License**Met****Comment**

2017 license observed.

Correction Deadline: 10/3/2017

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Observed complete documentation of emergency drills.

Correction Deadline: 9/24/2017

Safety

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

Observed-Discussion/Redirection

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

The after school program does not provide care for infants and there is no designated rest time.

Correction Deadline: 9/29/2017

Staff Records

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

Staff # 1

Not Met

Date of Hire: 08/12/2016

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(2)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 08/06/2010

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 3

Not Met

Date of Hire: 10/07/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 08/03/2015

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(2)-Health & Safety Certificate

Staff # 5

Not Met

Date of Hire: 10/08/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 6

Not Met

Date of Hire: 08/23/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 08/06/2010

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 8

Not Met

Date of Hire: 08/06/2010

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff Credentials Reviewed: 8

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(g) requires Provisional Employees hired on or after January 1, 2014 to have a satisfactory Preliminary Records Check Determination. A Provisional Employee cannot reside at the Center or be present at the Center while children are present for care for more than 21 days from the date of hire or first day of residency without first submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that one provisional employee did not complete fingerprinting requirements within 21 days from their hire date.

POI (Plan of Improvement)

The Center will ensure that Provisional Employees hired on or after January 1, 2014 have a satisfactory Preliminary Records Check Determination. The Center will have a plan to ensure that Provisional Employees hired on or after January 1, 2014 submit a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site within 21 days from the date of hire or the first day of residency. The Center will not allow a provisional employee to be at the Center while children are present if this requirement is not met. The staff member will not return to work at the facility until a satisfactory determination is obtained, a Criminal Records Check 1 day letter was left at the facility.

Correction Deadline: 9/19/2017**591-1-1-.14 First Aid & CPR**

Not Met

Comment

Observed center first aid kit complete.

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that three employees did not complete CPR and first aid training as required.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 10/19/2017

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records that seven employees did not complete health and safety training as required.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 10/19/2017

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

Met

Comment

Staff observed to follow applicable laws.

Correction Deadline: 9/19/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Technical Assistance

Technical Assistance

Restroom supervision discussed with program Director.