



**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:** 5/21/2018    **VisitType:** Complaint Investigation & Licensing Study    **Arrival:** 2:00 PM    **Departure:** 6:00 PM

**CCLC-31727**

**Kinder Kollege Christian School**

2725 Charlestown Dr. College Park, GA 30337 Fulton County  
(404) 768-5037 csaffordkkcs@att.net

**Regional Consultant**

Stephen Knighton

Phone: (770) 342-7943

Fax: (678) 891-5990

coty.cummings@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
05/21/2018	Complaint Investigation & Licensing Study	Good Standing
09/18/2017	Monitoring Visit	Good Standing
05/04/2017	Monitoring Visit	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
Main	A (Front/School Age)	Six Year Olds and Over	1	6	C	14	C	20	C	Homework
Main	B ( Middle/Infants)		0	0	C	18	C	NA	NA	
Main	C (Front Right)	Six Year Olds and Over	1	3	C	13	C	18	C	Art
Main	D ( Back Right)	Three Year Olds and Four Year Olds and Five Year Olds	1	12	C	17	C	NA	NA	Transitioning,Outside
Main	E (Front Left)	Two Year Olds	1	6	C	16	C	NA	NA	Diapering,Free Play
Main	F (Back Left)	Three Year Olds	1	5	C	10	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 88						Total Capacity @25 sq. ft.: 99				
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 88			Total Capacity @25 sq. ft.: 99				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infants	15	C
Main	Middle	21	C
Main	School Age	22	C

**Comments**

Plan of Improvement: Developed This Date 05/21/2018

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.

**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.

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)

Cheryl Safford, Program Official

Date

Stephen Knighton, Consultant

Date



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

### Findings Report

**Date:** 5/21/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 2:00 PM **Departure:** 6:00 PM

**CCLC-31727**

**Kinder Kollege Christian School**

2725 Charlestown Dr. College Park, GA 30337 Fulton County  
(404) 768-5037 csaffordkks@att.net

**Mailing Address**  
Same

**Regional Consultant**

Stephen Knighton

Phone: (770) 342-7943

Fax: (678) 891-5990

coty.cummings@dec.al.ga.gov

The following information is associated with a Licensing Study Visit:

### Activities and Equipment

**591-1-1-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on consultant's observation that current lesson plans were not posted in any of the center's classrooms.

**POI (Plan of Improvement)**

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 5/28/2018**

**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.

### 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: 9/18/2017**

Corrected on 5/21/2018

.25(13) - Consultant observed previous citation to be corrected in that all potentially hazardous items were observed to be kept out of the reach of children on this date.

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

Not Met

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant's observation that the playground fence showed areas where gaps were present, posing potential entrapment hazards.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 6/18/2018**

Recited on 5/21/2018

**Correction Deadline: 9/18/2017**

Corrected on 5/21/2018

.26(9) - Consultant observed previous citation to be corrected in that all potentially hazardous items were observed to be kept out of the reach of children.

**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**

Staff were observed to remind children to wash hands.

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

Met

**Comment**

Discussed proper medication documentation and procedures.

**Policies and Procedures**

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

Not Met

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that there was no evidence of fire drills begin conducted since January 2018.

**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: 5/26/2018**

**Safety**

---

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

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

---

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

Center does not participate in field trips at this time.

---

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

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

---

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

Pleasant naptime environment observed.

---

**Staff Records**

---

**Records Reviewed: 7****Records with Missing/Incomplete Components: 5**

---

Staff # 1

Not Met

Date of Hire: 09/17/1997

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2

Met

Date of Hire: 09/01/1988

Staff # 3

Not Met

Date of Hire: 06/01/1993

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 4

Not Met

Date of Hire: 07/07/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.24(1)-Evidence of Orientation Missing

Staff # 5

Not Met

Date of Hire: 10/03/2016

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 6

Not Met

Date of Hire: 10/15/1998

"Missing/Incomplete Components"

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 5**

.24(1)-Evidence of Orientation Missing,.33(5)-10 Hrs. Annual Training

Staff # 7

Met

Date of Hire: 03/09/2015

**Staff Credentials Reviewed: 7**

---

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

**Met**

**Correction Deadline: 9/18/2017**

**Corrected on 5/21/2018**

**.09(1)(d) - Consultant observed previous citation to be corrected in that all staff members were observed to have satisfactory fingerprint records check determination letters on file.**

---

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

**Not Met**

**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 a review of records that the center was unable to provide any evidence of the completion of CPR and First Aid training by any staff member.

**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: 6/20/2018**

---

**591-1-1-.24 Personnel Records**

**Met**

**Correction Deadline: 10/4/2017**

**Corrected on 5/21/2018**

**.24(1) - Consultant observed previous citation to be corrected in that all employees were observed to have evidence of education and qualifying work experience as required.**

---

**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 a review of records that two lead teachers did not meet the minimum academic requirements.

**POI (Plan of Improvement)**

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

**Correction Deadline: 7/2/2018**

---

**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**

**Correction Deadline: 9/18/2017**

**Corrected on 5/21/2018**

**.32(7) - Consultant observed previous citation to be corrected in that all children were observed to be appropriately supervised at all times.**