



**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: 9/18/2017 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 2:10 PM

CCLC-31727

Kinder Kollege Christian School

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

Mailing Address
Same

Regional Consultant

Rapheal Betton

Phone: (678) 717-5719

Fax:

rapheal.betton@decal.ga.gov

Joint with: Elizabeth Holland

| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 09/18/2017 | Monitoring Visit | Good Standing |
| 05/04/2017 | Monitoring Visit | Good Standing |
| 12/07/2016 | Licensing Study | 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) | Three Year Olds and Four Year Olds | 1 | 5 | C | 14 | C | NA | NA | Free Play |
| Main | B (Middle/Infants) | Infants | 2 | 4 | C | 18 | C | NA | NA | Floor Play |
| Main | C (Front Right) | One Year Olds and Two Year Olds | 2 | 10 | C | 13 | C | NA | NA | Circle Time |
| Main | D (Back Right) | Three Year Olds and Four Year Olds | 2 | 5 | C | 17 | C | NA | NA | Free Play |
| Main | E (Front Left) | | 0 | 0 | C | 16 | C | NA | NA | |
| Main | F (Back Left) | | 0 | 0 | C | 10 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 88 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 24 | | | Total Capacity @35 sq. ft.: 88 | | | Total Capacity @25 sq. ft.: 0 | | | | |


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

Comments

The purpose of this Visit was to conduct a Monitoring Visit and to follow up with the previous visit.

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. You are encouraged not to wait and to complete the process as soon as possible.


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Free Technical Assistance
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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@decga.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://decga.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)

| | |
|----------------------------------|----------------------------|
| _____ | _____ |
| Cheryl Safford, Program Official | Rapheal Betton, Consultant |
| Date | Date |
| _____ | _____ |
| Elizabeth Holland, Consultant | |
| Date | |



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Correction Deadline: 5/31/2017

Corrected on 9/18/2017

.03(2) - The previous citation was corrected in that lesson plans were observed.

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

Comment

Observed-Variety Throughout Center

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment

No Swimming Activities Provided

Facility

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

Comment

Observation-Clean and Well Maintained

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

Comment

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR) **Not Met**

Comment

591-1-1-.25 - Discussed with the director about the table in the infant room which has two refrigerators and a microwave sitting on it to be evaluated due to the amount of weight as the table has slight buckling as a result.

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on Consultant's observation that a tube of A&D diaper rash ointment was found in a child's book bag in the two and three - year- old room. Consultant also observed wipes in the one and two- year old room. Teachers in each room were asked to place the items out of reach of children.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 9/18/2017

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: 9/18/2017

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined by consultant's observation that the playground exposed hazards such as a container of standing water with at least one foot in depth.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 9/18/2017

| |
|---------------------------|
| Health and Hygiene |
|---------------------------|

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

Observed-Proper Diapering

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

Observed-Proper Hand Washing Throughout

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

Observed-Complete Documentation

| |
|--------------------------------|
| Policies and Procedures |
|--------------------------------|

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

Correction Deadline: 5/18/2017

Corrected on 9/18/2017

.21(q)1.-6. - The previous citation was corrected in that policies of th sleep practices were observed.

| |
|---------------|
| Safety |
|---------------|

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

Comment

No Animals Kept

591-1-1-.11 Discipline(CR) **Technical Assistance**

Technical Assistance

591-1-1-.11 - Discussed Redirection

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

Comment

No Field Trips at This Time

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

Comment

591-1-1-.36 - The Director stated that no routine transportation is provided and that there are no field trips. The director also stated that the center van is used in case of emergencies to transport children in case of medical emergencies.

| |
|---|
| Sleeping & Resting Equipment |
|---|

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

Comment

591-1-1-.30 - Consultant reviewed the Sleeping & Resting policy as required.

| |
|----------------------|
| Staff Records |
|----------------------|

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

Finding

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on consultant's review of staff records that one of seven staff did not have record check clearance letters on file.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

Correction Deadline: 9/18/2017

Finding

Previously Cited: 591-1-1-.24(c) requires the center to have evidence of education and qualifying work experience applicable to the position of director or employee. The center did not have documentation to show that all staff met these requirements. It was determined based on Consultant's review of staff files that three Lead Teachers did not have evidence of education requirements.

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on consultant's observation that three Lead Teachers did not show evidence of Education or Work Experience.

POI (Plan of Improvement)

Previously Cited: The center will ensure that documentation of education and qualifying work experience is secured and on file.

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 10/4/2017

Recited on 9/18/2017

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

Met

Comment

591-1-1-.31(13) - No applicable laws were seen to broken.

Correction Deadline: 9/18/2017

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)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on consultant's observation that a staff member left children alone while napping for approximately two minutes.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 9/18/2017