



**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: 9/29/2017 **VisitType:** Licensing Study **Arrival:** 11:45 AM **Departure:** 4:00 PM

CCLC-3175

Kiddie Castle Day Care Center

4119 Clark Street Covington, GA 30014 Newton County
(770) 786-7028 kcdcc1972@yahoo.com

Regional Consultant

Jacquelyn Sims

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Mailing Address

Same

Compliance Zone Designation		
09/29/2017	Licensing Study	Good Standing
04/19/2017	Monitoring Visit	Good Standing
11/01/2016	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- Far Left	Two Year Olds	2	14	C	20	C	NA	NA	Nap
Main	B Middle Left	One Year Olds	1	7	C	14	C	NA	NA	Nap
Main	C Back Right	Infants and One Year Olds	1	5	C	12	C	NA	NA	Nap
Main	D Back	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	26	C	49	C	NA	NA	Nap
Main	E Front Right	Five Year Olds and Six Year Olds and Over	1	11	C	24	C	NA	NA	TV
Total Capacity @35 sq. ft.: 119						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 63			Total Capacity @35 sq. ft.: 119			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	79	C

Comments

The purpose of this visit was to conduct a licensing study visit and to follow up on previous rule violations.

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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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)

Richard Childers, Program Official

Date

Jacquelyn Sims, 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-.03 Activities

Met

Correction Deadline: 4/19/2017

Corrected on 9/29/2017

.03(3)(b) - Correction of previous citation in that the consultant did not observe any infants to be in any confining equipment during the visit.

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

Met

Correction Deadline: 4/19/2017

Corrected on 9/29/2017

.12(2)(d) - Correction of previous citation in that the consultant observed equipment to be secured.

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Child # 6	Met
Child # 7	Met
Child # 8	Met
Child # 9	Met
Child # 10	Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(6) - Consultant spoke with the director in reference to attendance and asked that staff make a note of each child being transported from school (only in the afternoon). This will ensure that each child is always accounted for at any that time records are reviewed. Consultant also asked the director to make a note at the end of each day to reference each child absent for the day. The director stated that he would ensure that the records were revised and that he would continue to check the sign in/sign out records at the conclusion of each day.

Correction Deadline: 9/29/2017

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

Observation-Center Clean/Well Maintained

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

Defer

Comment

Playground observed to be clean and in good repair.

Defer

591-1-1-.26(4)-This citation is being deferred as consultant observed a large oak tree fell on the back fencing material, which was due to the bad weather from Hurricane Irma. The tree fell on the fence and director stated that they are still waiting for a visit from their insurance company.

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: 4/21/2017

Health and Hygiene

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

Technical Assistance

Technical Assistance

591-1-1-.10 - Consultant spoke with the director and asked that staff review diapering procedures in order to complete the process correctly.

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

Observed-Staff Remind Children Wash Hand

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

Discussed-Documentation/Procedures

Safety

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

Observed-Positive Learning Environment

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

Consultant observed complete checklists for the week of September 25, 2017.

Comment

Vehicle had fire extinguisher and first aid kit.

Comment

591-1-1-.36(4)(a) - Consultant observed documentation of annual vehicle safety check which was completed on July 14, 2017 for four vehicles. Tag numbers included are: PQB 9082, PB 3061PB 6320 and PBG 5042.

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

591-1-1-.36(7)(b) - Consultant spoke with the director and asked that center ensure 100% completion of documentation as one of 30 children was missing a transportation agreement from the file.

Correction Deadline: 9/30/2017**Sleeping & Resting Equipment**

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Comment**

Observed-Pleasant Naptime Environment

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on an observation, that two of three napping infants were asleep with bibs around their necks.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 9/29/2017

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 1

Staff # 1 Met
Date of Hire: 05/01/2017

Staff # 2 Not Met
Date of Hire: 09/19/2017
"Missing/Incomplete Components"
.09-Criminal Records Check Missing

Staff # 3 Met
Date of Hire: 04/12/2016

Staff # 4 Met

Staff # 5 Met
Date of Hire: 05/12/2010

Staff # 6 Met
Date of Hire: 03/07/2016

Staff # 7 Met
Date of Hire: 05/20/1972

Staff # 8 Met
Date of Hire: 10/03/2011

Staff # 9 Met
Date of Hire: 08/09/2010

Staff # 10 Met
Date of Hire: 05/01/1972

Staff Credentials Reviewed: 10

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

Director provided files for two employees hired since the last visit.

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records, that one provisional employee, with a hire date of September 19, 2017, lacked documentation of a satisfactory records check determination. Consultant left a one day letter with the facility.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 9/29/2017

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead care givers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records, that four lead teachers lacked credentials.

POI (Plan of Improvement)

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

Correction Deadline: 10/31/2017

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)**Met****Comment**

Observed-Adequate Supervision