



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: 2/13/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 12:25 PM

CCLC-32922

Small World Child Care Center

300 Lavender Lane Thomaston, GA 30286 Upson County
 (706) 647-4491 smallworldchildcare@windstream.net

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726

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Mailing Address

P.O. Box 1183
 Thomaston, GA 30286

Quality Rated: ★ ★

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.
02/13/2019	Licensing Study	Good Standing	
07/16/2018	Complaint Closure	Good Standing	
07/10/2018	Complaint Investigation & Monitoring Visit	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	1L/Pre-K	PreK	2	20	C	19	NC	26	C	Circle Time
Main	2L	Two Year Olds and Three Year Olds	2	17	C	18	C	NA	NA	Circle Time, Music
Main	3L	One Year Olds and Two Year Olds	2	13	C	17	C	24	C	Diapering, Circle Time
Main	4L	Infants and One Year Olds	2	12	C	17	C	NA	NA	Free Play, Floor Play
Main	Middle	Three Year Olds and Four Year Olds	2	22	C	25	C	35	C	Centers
Total Capacity @35 sq. ft.: 96						Total Capacity @25 sq. ft.: 120				
Total # Children this Date: 84			Total Capacity @35 sq. ft.: 96			Total Capacity @25 sq. ft.: 120				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	0	C

Comments

Consultant discussed the upcoming criminal record check webinar:
 Wednesday, February 27, 2019
 12:30 p.m. to 1:30 p.m.
 Link to register- <https://attendee.gotowebinar.com/register/5051620808705398274>

One-day letter left on this date.

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).



Please refer to the website, <http://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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.

- 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).

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

Jessica Crawford, Program Official

Date

Brandi Mangino, Consultant

Date



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Findings Report

Date: 2/13/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 12:25 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

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: 5

Records with Missing/Incomplete Components: 3

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities	
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers,.08(3)-Address of Release Person Missing	

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records the following information was missing:

- two of five records were missing if the child had any allergies
- one of five records was missing the father's work place, address and phone number
- one of five records was missing the address of the release person

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 2/15/2019

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)**Technical Assistance****Technical Assistance**

Consultant discussed keeping hazards inaccessible as in Room 3L baby wipes and butt paste were in a storage cube within reach of children.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

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

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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 the center had no documentation of a fire drill being completed for December 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: 2/28/2019

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

Safety

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

Age-appropriate discussion and/or redirection observed.

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**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 17**Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 11/20/2006

Staff # 2

Met

Date of Hire: 11/19/2018

Staff # 3

Not Met

Date of Hire: 11/12/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing,.33(3)-Health & Safety Certificate

Staff # 4

Not Met

Date of Hire: 10/25/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 5 Not Met
Date of Hire: 11/05/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 6 Met
Date of Hire: 09/26/2016

Staff # 7 Met
Date of Hire: 01/02/2018

Staff # 8 Met
Date of Hire: 07/05/2016

Staff # 9 Met
Date of Hire: 01/01/1994

Staff # 10 Met
Date of Hire: 10/20/1998

Staff # 11 Met
Date of Hire: 08/22/2017

Staff # 12 Met
Date of Hire: 08/31/2017

Staff # 13 Met
Date of Hire: 08/06/2018

Staff # 14 Met
Date of Hire: 08/25/2016

Staff # 15 Met
Date of Hire: 06/01/2012

Staff # 16 Met
Date of Hire: 11/19/1984

Staff # 17 Met
Date of Hire: 09/14/2015

Staff Credentials Reviewed: 17

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records three staff member started at the center prior to their comprehensive background checks being received. One staff member started on November 5, 2018 and their comprehensive background check was dated November 12, 2018, another staff member started on November 12, 2018 and their comprehensive background check was dated November 30, 2018. It was further determined that a staff member started on October 25, 2019 and their comprehensive background check was dated November 9, 2018.

POI (Plan of Improvement)

The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required.

Correction Deadline: 2/13/2019**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records three staff member started at the center prior to their comprehensive background checks being received. One staff member started on November 5, 2018 and their comprehensive background check was dated November 12, 2018, another staff member started on November 12, 2018 and their comprehensive background check was dated November 30, 2018. It was further determined that a staff member started on October 25, 2019 and their comprehensive background check was dated November 9, 2018.

POI (Plan of Improvement)

The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required.

Correction Deadline: 2/13/2019**Technical Assistance**

Consultant discussed with the center director new rules regarding criminal record checks. Consultant further discussed that if the center owner wants to be present and take an active role as an employee she needs to get the updated comprehensive background check.

Consultant discussed that one staff member has a national criminal record check and has to be supervised by someone with a comprehensive background check at ALL times.

Correction Deadline: 2/13/2019

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 two staff members did not complete first aid and CPR with 90 days of their hire dates.

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: 3/15/2019

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Met

Comment

Discussed combining children of mixed ages.

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

Met

Comment

Adequate supervision observed on this date.