



**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: 6/6/2018 **VisitType:** Licensing Study **Arrival:** 1:05 PM **Departure:** 5:40 PM

CCLC-33042

Valley Oaks Learning Center

154 Valley Hill Rd. Suite A and B Riverdale, GA 30274 Clayton County
(770) 471-3377 valleyoakslearningcenter@gmail.com

Regional Consultant

Tasha McDonald

Phone: (770) 344-3353

Fax: (678) 891-5601

tasha.mcdonald@decal.ga.gov

Mailing Address

1415 hwy 85 n, Ste. 310-194
Fayetteville, GA 30214

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.
06/06/2018	Licensing Study	Good Standing	
11/29/2017	Monitoring Visit	Good Standing	
07/07/2017	Complaint Closure	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	Room A - Far Right		0	0	C	13	C	NA	NA	
Main	Room B - 2nd Right	Two Year Olds	2	9	C	13	C	NA	NA	Nap
Main	Room C - Left	Six Year Olds and Over	1	13	C	30	C	41	C	Transitioning,Snack
Main	Room D; 3yr olds		0	0	C	7	C	NA	NA	
Main	Room E; 4 yr olds	Three Year Olds and Four Year Olds and Five Year Olds	1	8	C	7	NC	NA	NA	Nap,Snack
Main	Room F; Infant	Infants	1	3	C	5	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 75						Total Capacity @25 sq. ft.: 86				
Total # Children this Date: 33			Total Capacity @35 sq. ft.: 75			Total Capacity @25 sq. ft.: 86				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Playground	26	C

Comments

The purpose of this visit is to follow up on visit from November 29, 2017 and to conduct a licensing study. Consultant discussed Quality Rated, Comprehensive Background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in Provider Search and new features in the provider's Koala account.

Plan of Improvement: Developed This Date 06/06/2018

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. 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@decals.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://decals.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.decals.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@decals.ga.gov

Teneria Muir, Program Official

Date

Tasha McDonald, Consultant

Date



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Findings Report

Date: 6/6/2018 **VisitType:** Licensing Study **Arrival:** 1:05 PM **Departure:** 5:40 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Technical Assistance****Technical Assistance**

591-1-1-.03(2) - Consultant discussed with director to make sure that all classrooms have current lesson plans and that they are updated weekly.

Correction Deadline: 6/6/2018

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)**Not Met****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 observation, that in main Classroom C several bottles of air freshener, bleach and multi purpose spray was observed stored in unlocked closet accessible to 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: 6/6/2018

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

Not Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 12/9/2017

Corrected on 6/6/2018

.26(6) - Consultant observed the previous citation to be corrected.

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 on the ride playground the yellow swing was hanging from the chain making it accessible to he children.

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: 6/16/2018

Correction Deadline: 12/9/2017

Corrected on 6/6/2018

.26(8) - Consultant observed the previous citation to be corrected.

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

Staff were observed to remind children to wash hands.

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

Met

Comment

Per the director, the center does not dispense medication.

Policies and Procedures

591-1-1-.27 Posted Notices

Met

Correction Deadline: 11/29/2017

Corrected on 6/6/2018

.27 - The previous citation was observed to be corrected on this date

Safety

591-1-1-.05 Animals Met

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Correction Deadline: 11/30/2017

Corrected on 6/6/2018

.36(7)(c)2. - The previous citation was observed to be corrected on this date

Correction Deadline: 11/30/2017

Corrected on 6/6/2018

.36(7)(c)3. - The previous citation was observed to be corrected on this date

Correction Deadline: 11/30/2017

Corrected on 6/6/2018

.36(7)(d)1. -The previous citation was observed to be corrected on this date

Correction Deadline: 11/29/2017

Corrected on 6/6/2018

.36(7)(d)2. - The previous citation was observed to be corrected on this date

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Technical Assistance

Technical Assistance

591-1-1-.30(1)(a)1 - Please ensure to monitor white wooden cribs in infant room for chipping paint. Consultant discussed with the director using lead free furniture paint to cover any potential hazards.

Correction Deadline: 6/6/2018

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 4

Staff # 1

Not Met

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 08/08/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Records Reviewed: 7

Records with Missing/Incomplete Components: 4

Date of Hire: 01/06/2011

"Missing/Incomplete Components"

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

Staff # 4

Met

Date of Hire: 01/03/2011

Staff # 5

Met

Date of Hire: 08/08/2016

Staff # 6

Not Met

Date of Hire: 08/13/2013

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 7

Met

Date of Hire: 09/12/2016

Staff Credentials Reviewed: 7

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

Not Met

Finding

591-1-1-.09(1)(h) requires that for a Provisional Employee to become a permanent Employee, the individual must have a satisfactory Fingerprint Records Check Determination. It was determined based on consultant's review of staff files one of seven staff members did not have evidence of a satisfactory determination letter on file on this date. A one day letter was left on this date.

POI (Plan of Improvement)

The Center will ensure that Provisional Employees obtain a satisfactory Fingerprint Records Check Determination in order to become an Employee.

Correction Deadline: 6/6/2018

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

Met

Correction Deadline: 11/29/2017

Corrected on 6/6/2018

.14(3) -The previous citation was observed to be corrected on this date.

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 consultant's review of records that two out of seven staff did not have evidence of Health and Safety orientation training on this date.

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: 7/6/2018

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on consultant's review of records that four out of seven staff did not have evidence of annual training for 2017.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 7/6/2018

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

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

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

Correction Deadline: 11/29/2017

Corrected on 6/6/2018

.32(7) - The previous citation was observed to be corrected on this date