



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: 11/28/2017 **VisitType:** Licensing Study

Arrival: 10:30 AM

Departure: 4:30 PM

CCLC-33581

Smarties Childcare, LLC

465 Clairemont Avenue Decatur, GA 30030 DeKalb County
 (770) 630-1921 anna.kelly@smartiesacademy.com

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

Fax: (678) 891-5618

chrische.walker@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
11/28/2017	Licensing Study	Good Standing	
04/10/2017	Monitoring Visit	Good Standing	
12/12/2016	Licensing Study	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	Dn C - 4th Rt	Three Year Olds	2	11	C	11	C	NA	NA	Transitioning,Lunch
Main	Dn D - 3rd Rt	Two Year Olds	2	18	C	21	C	NA	NA	Transitioning,Lunch
Main	Dn E - 2nd Rt	One Year Olds	2	9	C	10	C	NA	NA	Story,Circle Time
Main	Dn F - 2nd Lt	Three Year Olds and Four Year Olds	2	6	C	12	C	NA	NA	Outside
Main	Dn G - 1st Lt	PreK	2	14	C	15	C	NA	NA	Centers
Main	Dn H - 1st Rt	Two Year Olds	1	7	C	7	C	NA	NA	Outside
Main	Up A - 1st Lt	Infants	2	8	C	8	C	NA	NA	Floor Play,Diapering
Main	Up B - 2nd Lt	One Year Olds	3	12	C	15	C	NA	NA	Transitioning,Lunch
Total Capacity @35 sq. ft.: 99						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 85			Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	PLAYGROUND	96	C

Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from previous visit on April 10, 2017. A one day letter was left.

Plan of Improvement: Developed This Date 11/28/2017

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@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

Anna Kelly, Program Official	Date	Chrische Walker, 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: 11/28/2017 **VisitType:** Licensing Study

Arrival: 10:30 AM

Departure: 4:30 PM

CCLC-33581

Smarties Childcare, LLC

465 Clairemont Avenue Decatur, GA 30030 DeKalb County
(770) 630-1921 anna.kelly@smartiesacademy.com

Mailing Address
Same

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

Fax: (678) 891-5618

chrische.walker@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Great job on lesson plans in all classrooms.

Correction Deadline: 11/28/2017

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

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

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

591-1-1-.08 Children's Records**Met****Comment**

Observed-Records Complete/Well Organized

Facility

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

Secure Cleaning Tools Out of Reach

Comment

591-1-1-.06(7) - Please make sure all sinks in bathrooms for children have adequate pressure of water.

Correction Deadline: 11/28/2017

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-No Hazards Accessible

591-1-1-.26 Playgrounds(CR)**Not Met****Comment**

Discussed-Fluff/Redistribute Surface

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 observation that the back right side of the playground fence measured three feet and six inches. It was even further determined that fencing on the right side of the playground in the middle measured three feet and six inches. Furthermore, it was determined that the left bottom exit gate had a gap measuring four inches causing a potential entrapment hazard.

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: 11/30/2017**Food Service**

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Great job on ensuring infant bottles are covered and fully labeled.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen Appears Clean/Well Organized

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 the center. Consultant observed children washing hands prior to lunch.

591-1-1-.20 Medications(CR) **Technical Assistance**

Technical Assistance

591-1-1-.20 - Please make sure to follow the exact times for all medication given to children that the parent's specify.

Policies and Procedures

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

Comment

Great job on documenting fire drills.

Correction Deadline: 12/3/2017

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

Comment

Observed-All Notices Posted

Safety

591-1-1-.05 Animals **N/A**

Comment

No Animals Kept

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

Comment

Observed-Positive Learning Environment. Staff also stated redirection for discipline techniques.

591-1-1-.13 Field Trips(CR) **N/A**

Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR) **N/A**

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

Great job ensuring cribs are labeled.

Staff Records

Staff # 1 Date of Hire: 01/01/2009	Met
Staff # 2 Date of Hire: 04/01/2008	Met
Staff # 3 Date of Hire: 06/17/2014	Met
Staff # 4 Date of Hire: 05/20/2013	Met
Staff # 5 Date of Hire: 10/05/2016 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 6	Met
Staff # 7 Date of Hire: 08/01/2012	Met
Staff # 8 Date of Hire: 10/27/2015	Met
Staff # 9	Met
Staff # 10 Date of Hire: 08/01/2017	Met
Staff # 11 Date of Hire: 06/14/2013	Met
Staff # 12 Date of Hire: 05/10/2016	Met
Staff # 13 Date of Hire: 03/01/2015 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 14 Date of Hire: 11/01/2016 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met

Staff # 15 Date of Hire: 08/01/2006	Met
Staff # 16	Met
Staff # 17 Date of Hire: 04/01/2012	Met
Staff # 18 Date of Hire: 10/05/2015 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 19	Met
Staff # 20 Date of Hire: 01/01/2013	Met
Staff # 21 Date of Hire: 11/09/2015	Met
Staff # 22 Date of Hire: 09/18/2012	Met
Staff # 23	Met
Staff # 24 Date of Hire: 08/01/2017 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 25	Met

Staff Credentials Reviewed: 25**591-1-1-.09 Criminal Records Check(CR)****Not Met****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 that one employee did not have a satisfactory records check determination letter on file. The employee was observed to have a local background check dated on November 8, 2016.

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. One employee did not submit fingerprints to an authorized site due to the system being shut down.

Correction Deadline: 11/28/2017

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

Met

Comment

Observed-100% Certified First Aid & CPR

Comment

Observed-Center First Aid Kit Complete

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 a review of records that an employee hired on March 3, 2015, did not complete the training by December 29, 2016. It was even further determined that an employee hired on August 1, 2017 did not complete the training within 90 days from the date of hire.

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: 12/29/2017

Comment

Health/Safety training reminder for all new hires. All new hires have 90 days from hired date to complete Health and Safety Training.

Comment

Please remember that the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

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 review of records that two employees completed five of ten clock hours of training for 2016. The two employees did not meet the required ten hours of annual training for the year of 2016.

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: 12/28/2017

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

Met

Comment

Lead staff education requirements met

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

Comment

Observed-Direct Supervision/Attentive Staff