



**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:** 4/3/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:25 AM    **Departure:** 1:05 PM

**CCLC-33850**

**Emmanuel's Kids Early Learning Center**

1400 Hwy 212 Conyers, GA 30094 Rockdale County  
 (678) 413-3603 pastorsuddith@gmail.com

**Regional Consultant**

Jacquelyn Sims

Phone: (770) 357-7072

Fax: (770) 357-7071

jacquelyn.sims@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:**

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
04/03/2018	Monitoring Visit	Good Standing	
11/02/2017	Licensing Study	Good Standing	
05/18/2017	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	1L (Upstairs) 205		0	0	C	16	C	NA	NA	Not In Use
Main	1R (Upstairs)		0	0	C	19	C	NA	NA	Not In Use
Main	2R (Upstairs) 212	Five Year Olds and Six Year Olds and Over	2	14	C	17	C	NA	NA	Free Play
Main	A/1L 101	Two Year Olds and Three Year Olds	2	19	C	29	C	NA	NA	Outside
Main	B/1R	Infants and One Year Olds	2	6	C	21	C	NA	NA	Nap,Free Play
Main	C/2R 103	One Year Olds and Two Year Olds	3	14	C	22	C	NA	NA	Free Play
Main	Left Back		0	0	C	17	C	NA	NA	Not In Use
Main	Right Back	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	15	C	23	C	NA	NA	Homework

Total Capacity @35 sq. ft.: 164

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 68

Total Capacity @35 sq. ft.: 164

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A/Front	5	C
Main	B/Back	35	C

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up on previous rule violations. Consultant provided variance paperwork to the director.

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](http://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](mailto: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](mailto:qualityrated@decals.ga.gov)

Shaw Kimberly, Program Official

Date

Jacquelyn Sims, 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-.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)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Correction Deadline: 11/2/2017**

**Corrected on 4/3/2018**

**.26(9) - Correction of previous citation in that the consultant observed the playground to be clean and free of litter and hazards.**

#### Health and Hygiene

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Staff were observed to remind children to wash hands.

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

**Comment**

Discussed proper medication documentation and procedures.

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**Safety**

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

**Comment**

Center does not keep animals on premises.

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

**Comment**

Center does not participate in field trips at this time.

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

**Technical Assistance**

591-1-1-.36 - Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director. Consultant asked the director to ensure that vehicle medical emergency forms and signed transportation agreements be added to the center's transportation notebooks.

**Comment**

Consultant observed complete checklists for the weeks of March 19, 2018 and March 26, 2018.

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**Sleeping & Resting Equipment**

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

**Comment**

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 17**

**Records with Missing/Incomplete Components: 1**

Staff # 1 Met

Date of Hire: 01/21/2016

Staff # 2 Met

Date of Hire: 12/07/2015

Staff # 3 Met

Date of Hire: 11/27/2017

Staff # 4 Met

Date of Hire: 01/25/2016

Staff # 5 Met

Date of Hire: 03/26/2018

Staff # 6 Met

Date of Hire: 03/28/2018

Staff # 7 Met

Date of Hire: 08/01/2016

Staff # 8 Met

Date of Hire: 03/12/2018

Staff # 9 Met

Date of Hire: 02/19/2018

Staff # 10 Met

Date of Hire: 04/02/2018

Staff # 11 Met

Date of Hire: 11/07/2016

Staff # 12 Met

Date of Hire: 03/26/2018

Staff # 13 Met

Date of Hire: 08/04/2016

Staff # 14 Met

Date of Hire: 08/01/2014

Staff # 15 Not Met

Date of Hire: 03/12/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 16 Met

Date of Hire: 08/17/2017

Staff # 17 Met

Date of Hire: 02/11/2013

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

**Not Met**

**Comment**

Director provided files for nine employees hired since 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 an employee with a hire date of march 12, 2018, lacked a satisfactory criminal records check determination. Consultant provided a criminal record letter to the director.

**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: 4/3/2018**

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**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.

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**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.