



**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:** 11/6/2018    **VisitType:** Licensing Study    **Arrival:** 12:40 PM    **Departure:** 3:00 PM

**CCLC-3518**

**Latrenda's World For Learning**

4025 Villa Avenue Macon, GA 31204 Bibb County  
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**Regional Consultant**

Brandi Mangino

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**Mailing Address**  
 3182 Houston Avenue  
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**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.
11/06/2018	Licensing Study	Good Standing	
06/15/2018	Incident Investigation Closure	Good Standing	
06/15/2018	Incident Investigation & Follow Up	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	A (2L) school-age		0	0	C	17	C	NA	NA	
Main	B (1L) threes		0	0	C	17	C	NA	NA	
Main	C (mid back) twos	Two Year Olds and Three Year Olds	1	8	C	10	C	NA	NA	Nap
Main	D (1R) infants	Infants and One Year Olds	1	4	C	8	C	NA	NA	Nap, Transitioning, Feeding
Total Capacity @35 sq. ft.: 52						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 12			Total Capacity @35 sq. ft.: 52			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play A (infant-toddler)	14	C
Main	Play B (3-12 yrs)	67	C

**Comments**

Plan of Improvement: Developed This Date 11/06/2018

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

LaWanda McCoy, Program Official

Date

Brandi Mangino, Consultant

Date



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### Findings Report

Date: 11/6/2018 VisitType: Licensing Study

Arrival: 12:40 PM

Departure: 3:00 PM

#### CCLC-3518

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Not Met

#### Finding

591-1-1-.03(6) requires Center Staff to ensure children less than three years of age do not spend more than one-half hour of time consecutively in confining equipment, such as swings, highchairs, jump seats, carriers or walkers. Children shall use such equipment only when they are awake. Such children shall be allowed time to play on the floor daily. Infants shall have supervised tummy time on the floor daily when they are awake. It was determined based on consultant observation that a one-year-old child was placed in their crib for nap, never went to sleep and was left awake in the crib for over one hour.

#### POI (Plan of Improvement)

The Center will train Staff to use confining equipment appropriately, to provide supervised floor play daily for children under three years of age, including infants, and will monitor regularly.

Correction Deadline: 11/6/2018

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

Met

Correction Deadline: 6/15/2018

Corrected on 11/6/2018

.12(1) - Citation observed to be corrected.

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

Met

#### Comment

Center does not provide swimming activities.

### Children's Records

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Parent Names, Work Numbers	

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**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 that five of five records did not have the parents work numbers, and one of five did not have the child pediatrician and pediatrician phone number listed.

**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: 11/6/2018**

**Facility**

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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)**

**Technical Assistance**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**Technical Assistance**

Consultant discussed that the sink counter in the school-age room needs to be secured and the center needs to ensure that they are treating for bugs.

**Correction Deadline: 11/6/2018**

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

**Not Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

Consultant discussed the bumble bee riding toy was missing a steering wheel and the outside toys needs to be cleaned.

**Correction Deadline: 11/16/2018**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined that the following hazards were present on the playground:

- the red paint on the infant swings was observed to be chipping.
- broken tree limbs
- rake outside the back door under the shaded area
- vines growing along the back fencing

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 11/20/2018**

**Food Service**

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

**Met**

**Comment**

Please ensure that infant feeding forms are updated regularly.

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

**Technical Assistance**

**Technical Assistance**

Consultant discussed the labeling of food outside the original container and kitchen light shield.

**Correction Deadline: 11/16/2018**

**Health and Hygiene**

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

**Technical Assistance**

**Technical Assistance**

Consultant discussed with the director that the diaper changing pad need to be non porous.

**Correction Deadline: 11/6/2018**

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

**Technical Assistance**

**Technical Assistance**

The children were napping so the rule was discussed with center staff.

**Correction Deadline: 11/6/2018**

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

The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**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 center did not conduct a fire drill for September or October 2018, and a tornado drill was last completed in March 2018 over the six month rule requirement.

**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: 11/30/2018**

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

Please make sure that all required signs are posted and up to date.

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the center's annual safety check expired in March 2018.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 11/11/2018****Finding**

591-1-1-.36(4)(f)1. requires that all transported children be secured in a child passenger restraining system or seat safety belt in accordance with current state and federal laws and regulations and according to manufacturer's directions. It was determined based on consultant's observation that the center had three children that were under the age of eight were required to be transported in child safety restraints and per the center director the center was not currently using child safety restraints while transporting the children.

**POI (Plan of Improvement)**

The Center will ensure that manufacturer directions and state and federal laws are met when using child passenger restraining systems and seat safety belts.

**Correction Deadline: 11/7/2018**

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<b>Sleeping &amp; Resting Equipment</b>
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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: 4****Records with Missing/Incomplete Components: 0**

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Staff # 1 Met

Staff # 2 Met

Date of Hire: 10/22/2001

Staff # 3 Met

Date of Hire: 05/09/2016

Staff # 4 Met

Date of Hire: 10/27/2005

**Staff Credentials Reviewed: 4**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Technical Assistance**

Per the center director the center has had no new staff since the last regulatory visit.

Consultant discussed that staff that came over from other centers that portability needs to be requested through decal koala.

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

Staff observed to be compliant with applicable laws and regulations.

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**Staffing and Supervision**

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

Discussed combining children of mixed ages.

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

Adequate supervision observed on this date.