



**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:** 12/1/2017 **VisitType:** Licensing Study **Arrival:** 9:20 AM **Departure:** 11:15 AM

**CCLC-35740**

**The Learning Center**

1518 Huie Road Lake City, GA 30260 Clayton County  
 (770) 960-1999 travis.barnes@att.net

**Regional Consultant**

Jessica Grant

Phone: (770) 359-5808

Fax: (404) 591-5814

jessica.grant@dec.al.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.
12/01/2017	Licensing Study	Good Standing	
03/28/2017	Monitoring Visit	Good Standing	
08/29/2016	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	Rm. A- Infants	Infants and One Year Olds	1	2	C	19	C	NA	NA	Floor Play
Main	Rm. B- Afterschool	Two Year Olds and Three Year Olds and Four Year Olds and Six Year Olds and Over	2	20	C	18	NC	NA	NA	TV
Main	Rm. C: 18mth - 2yrs		0	0	C	19	C	NA	NA	Not In Use
Main	Rm. D		0	0	C	20	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 76

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 22

Total Capacity @35 sq. ft.: 76

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infants - 1yrs	6	C
Main	B-2 TO 3yrs	54	C

**Comments**

Plan of Improvement: Developed This Date 12/01/2017

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](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.

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#### 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](mailto: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.

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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](mailto:qualityrated@dec.al.ga.gov)

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Tabitha Johnson, Program Official

Date

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Jessica Grant, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning  
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### Findings Report

**Date:** 12/1/2017 **VisitType:** Licensing Study **Arrival:** 9:20 AM **Departure:** 11:15 AM

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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(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that the lesson plan in classroom B did not have a date present. The lesson plan in classroom A was dated for the week of October 9th-13th 2017. The lesson plan in classroom C was dated for the week of October 23rd-27th 2017. The lesson plan for classroom D was dated for the week of October 23rd-27th 2017.

**POI (Plan of Improvement)**

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 12/1/2017**

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

**Not Met**

**Finding**

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined based on observation that the highchairs in the infant classroom were missing the straps.

**POI (Plan of Improvement)**

The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage.

**Correction Deadline: 12/1/2017**

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**591-1-1-.35 Swimming Pools & Water-related Activities(CR)****Met****Comment**

No Swimming Activities Provided

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)****Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that the center cared for 20 children in a space that was licensed for 18.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 12/1/2017**

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on observation that cleaning spray was accessible to the children in classroom B on the cubby. Lysol wipes were accessible to the children in a cubby in classroom D.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the center will add a latch to the cabinet.

**Correction Deadline: 12/1/2017****Recited on 12/1/2017****Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that hanging cords were accessible to the children in classroom B in front of the television.

**POI (Plan of Improvement)**

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

**Correction Deadline: 12/1/2017**

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**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 by observation that the top bar on the left side of the fence on the back playground was missing causing the fencing material to detach.

**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: 12/1/2017****Recited on 12/1/2017**

## Food Service

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

Not Met

#### Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on observation that there were no feeding plans available in classroom A for the required children, per the staff.

#### POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

**Correction Deadline: 12/1/2017**

#### Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that the bottles were not labeled in classroom A.

#### POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

**Correction Deadline: 12/1/2017**

## 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

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

Met

#### Comment

Discussed-Documentation/Procedures. Center does not dispense medication, per the director.

## Safety

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

Met

#### Comment

Observed-Discussion/Redirection

### 591-1-1-.36 Transportation(CR)

Not Met

#### Comment

Observed-Complete Documentation

**Comment**

Vehicle had fire extinguisher and first aid kit. Inspection dated 10/10/17.

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of files that the required staff did not have current training. Training was dated June 30, 2015.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 12/11/2017**

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that the passenger side door does not open from the outside.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 12/2/2017**

**Correction Deadline: 4/7/2017**

**Corrected on 12/1/2017**

**Driver observed with current CPR and first aid.**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Comment**

Discussed-SIDS/Infant Sleeping Position

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that a loose grey and white crib sheet was present in a crib.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 12/1/2017**

**Finding**

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined based on observation that the mats in classroom C were stored in the closet with the bedding still on them.

**POI (Plan of Improvement)**

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

**Correction Deadline: 12/1/2017**

Staff Records	
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**Records Reviewed: 8**

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

Staff # 1	Met
Date of Hire: 10/22/2013	
Staff # 2	Not Met
Date of Hire: 02/19/2013	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 02/01/2016	
Staff # 5	Met
Date of Hire: 06/08/2014	
Staff # 6	Not Met
Date of Hire: 05/26/2015	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 7	Not Met
Date of Hire: 01/17/2013	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 8	Met
Date of Hire: 06/04/2013	

**Staff Credentials Reviewed: 8**

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

**Met**

**Comment**

Criminal Records Check complete

**Correction Deadline: 3/28/2017**

**Corrected on 12/1/2017**

**Satisfactory determination observed for staff.**

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591-1-1-.14 First Aid & CPR	Met
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Correction Deadline: 4/27/2017

Corrected on 12/1/2017  
100% observed.

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591-1-1-.33 Staff Training	Not Met
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Correction Deadline: 4/27/2017

Corrected on 12/1/2017  
Training observed.

**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 review of files that one staff did not have the required training completed.

**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: 12/31/2017

Correction Deadline: 4/27/2017

Corrected on 12/1/2017  
Training observed.

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591-1-1-.31 Staff(CR)	Met
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Correction Deadline: 6/30/2017

Corrected on 12/1/2017  
Plans observed.

Staffing and Supervision
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591-1-1-.32 Staff:Child Ratios and Group Size(CR)	Not Met
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**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that upon the consultant's arrival to the center, two-year-old children were combined with older children.

**POI (Plan of Improvement)**

The Center will maintain separation of these children under three years old.

Correction Deadline: 12/1/2017

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

Observed-Adequate Supervision