



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: 2/7/2019 **VisitType:** Licensing Study **Arrival:** 8:45 AM **Departure:** 1:00 PM

CCLC-3601

Fun To Learn Childcare & Development Center, Inc.
 917 Bolton Road, NW Atlanta, GA 30331 Fulton County
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Regional Consultant
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Mailing Address
 917 Bolton Rd N.W.
 Atlanta, GA 30331

Quality Rated: ★ ★

Compliance Zone Designation		
02/07/2019	Licensing Study	Support
07/13/2018	Monitoring Visit	Good Standing
01/05/2018	Licensing Study	Good Standing

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.

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	Four Year Olds	1	5	C	29	C	41	C	Centers, Free Play
Main	2L		0	0	C	27	C	37	C	Not In Use
Main	2R		0	0	C	7	C	NA	NA	Not In Use
Main	3R	Infants and Two Year Olds	1	5	C	21	C	NA	NA	Floor Play, Diapering

Total Capacity @35 sq. ft.: 84

Total Capacity @25 sq. ft.: 106

Total # Children this Date: 10

Total Capacity @35 sq. ft.: 84

Total Capacity @25 sq. ft.: 106

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large	127	C
Main	Small	14	C

Comments

The purpose of this visit was to conduct a Licensing Study as follow up to the visit conducted on July 13, 2018. Consultant left a One-Day letter with Center Director. Consultant also discussed and reviewed visit report with Center Director on this date.

Plan of Improvement: Developed This Date 02/07/2019

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.

- 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

Lavette Reeves, Program Official

Date

Michelle Smith, Consultant

Date



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Findings Report

Date: 2/7/2019 **VisitType:** Licensing Study **Arrival:** 8:45 AM **Departure:** 1:00 PM

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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 a review of records that the center did not have current lesson plans posted in three (3) classrooms, and one (1) classroom had lesson plans posted dated November 12, 2018.

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: 2/11/2019

Recited on 2/7/2019

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

Equipment and furniture observed to be properly secured, as applicable.

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

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Child # 1

Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

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

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete.

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 Consultant observation that one (1) Center Staff personal backpack was located near the dramatic play area which posed a hazard to children present in the 3 Right Classroom.

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 personal bags, and hazardous items and the safe storage of those items.

Correction Deadline: 2/7/2019

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 7/13/2018

Corrected on 2/7/2019

.26(9) - Consultant observed that there was no banister present on the toddler playground on this date.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(3) - Consultant discussed with Center Director to ensure that all feeding bottles are labeled with name of each child.

Correction Deadline: 2/7/2019

591-1-1-.18 Kitchen Operations

Technical Assistance

Technical Assistance

591-1-1-.18(7) - Consultant discussed with Center Director to ensure the stove, and stove fan ventilation is cleaned from grease residue. in addition, to remove excessive papers, buckets, and milk crates in the kitchen preparation area.

Correction Deadline: 2/7/2019

Health and Hygiene

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

Proper diapering procedures observed.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)	N/A
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Comment

The Center Director stated that the Center currently does not dispense/administer medication.

Safety

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

Center does not keep animals on premises.

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

Consultant observed Center Staff to encourage positive redirection when redirecting behaviors throughout the Center.

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	Met
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Comment

A completed annual inspection was conducted on January 4, 2019, for one (1) bus (PUY 6429) used for transporting children this date

Comment

Consultant observed the vehicle had an approved fire extinguisher and first aid kit on this date.

Comment

Consultant observed transportation documentation for Bus PUY6429 to have completed documentation on file this date.

Sleeping & Resting Equipment

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

Consultant observed six (6) cribs to meet the Consumer Product Safety Commission (CPSC), and the American Society for Testing and Materials International (ASTM) on this date.

Staff Records

Records Reviewed: 4**Records with Missing/Incomplete Components: 2**

Staff # 1 Met
Date of Hire: 01/01/1988

Staff # 2 Not Met
Date of Hire: 11/05/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 3 Not Met
Date of Hire: 02/04/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4 Met
Date of Hire: 02/28/1995

Staff Credentials Reviewed: 4

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met

Comment

Consultant observed three (3) out of four (4) Center Employees to have valid and current Satisfactory Comprehensive Criminal Records Check Determination letters issued by the Department on file this date.

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that one (1) Center Staff did not submit a Criminal Records Check authorization application to the Department for authorization to review fingerprint results.

POI (Plan of Improvement)

The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required.

Correction Deadline: 2/7/2019**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records one center staff did not have a current or valid Satisfactory Comprehensive Records Check Determination letter issued by the Department on file this date. The staff person had a submitted Fingerprint authorization and an application had been submitted to the Department, yet results have not been issued.

POI (Plan of Improvement)

Consultant observed an application submitted for the one (1) Center Employee. The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required.

Correction Deadline: 2/7/2019

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

Correction Deadline: 7/13/2018

Corrected on 2/7/2019

.09(1)(a) - Consultant discussed the Criminal Records Check rules and regulations with Center Director regarding students-in-training. Consultant observed student-in-training is no longer employed at the Center.

Correction Deadline: 7/13/2018

Corrected on 2/7/2019

.09(1)(e) - Consultant discussed the Criminal Records Check rules and regulations with Center Director on this date. Consultant observed that Center Employee is no longer employed as of this date.

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that one (1) center staff hired on 11.5.2018 did not have valid evidence of completing CPR and first aid within 90 days of their hire as required by the Department.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 3/4/2019

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on Consultant observation that the first aid kit was missing scissors, thermometer, triangular bandages, protective eye wear, and a protective face mask.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 2/17/2019

591-1-1-.33 Staff Training**Not Met****Comment**

Consultant observed two of four center staff to have completed the 2018 annual 10 clock hours of training as required by the Department this date.

Correction Deadline: 7/16/2018**Corrected on 2/7/2019****.33(1) - Consultant observed documentation of completed employee orientation on file this date.****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 one staff member hired on February 5, 2018 did not have evidence of a completed health and safety orientation training as required.

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: 2/8/2019**Recited on 2/7/2019**

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**

Adequate supervision observed on this date.

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

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