



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: 9/27/2019 **VisitType:** Licensing Study **Arrival:** 8:20 AM **Departure:** 11:50 AM

CCLC-36027

Stepping Stones Academy

9835 Old Dogwood Rd. Roswell, GA 30075 Fulton County
 (770) 518-8333 kidslovesa@gmail.com

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802
 Fax: (678) 891-5904
 shannon.curtis@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.
09/27/2019	Licensing Study	Good Standing	
03/12/2019	Licensing Study	Good Standing	
07/30/2018	Monitoring Visit	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 Upstairs: Back Left	One Year Olds	4	16	C	12	NC	NA	NA	Outside
Main	B:Upstairs R Hall 1R	Infants	3	8	C	14	C	NA	NA	Floor Play,Nap,Feeding,Diapering
Main	C: Upstairs R Hall 2R	Infants	3	8	C	13	C	NA	NA	Floor Play,Nap,Feeding,Diapering
Main	D: Upstairs R Hall 1L	Infants	2	8	C	17	C	NA	NA	Feeding,Floor Play,Diapering,Nap
Main	E: Upstairs R Hall 2L	Three Year Olds	3	12	C	18	C	NA	NA	Outside
Main	F: Downstairs 1L	Three Year Olds	1	9	C	20	C	NA	NA	Circle Time
Main	G: Downstairs 1R-Right Hall	Five Year Olds	1	12	C	14	C	NA	NA	Centers,Art
Main	H: Downstairs R Hall Back L	Four Year Olds	1	9	C	22	C	NA	NA	Free Play
Main	I: Downstaris 1R	Five Year Olds	1	9	C	23	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 153					Total Capacity @25 sq. ft.: 0					
Main Left	1L- Bunnies	Infants	3	10	C	14	C	NA	NA	Nap,Floor Play
Main Left	1R- Lions	Three Year Olds	3	13	C	19	C	NA	NA	Free Play
Main Left	2L- Rhino	Three Year Olds	2	12	C	18	C	NA	NA	Circle Time

Main Left	2R- Zebras	Two Year Olds	2	16	C	18	C	NA	NA	Free Play	
Main Left	3L- Hippos	Two Year Olds	3	9	C	17	C	NA	NA	Music,Circle Time	
Main Left	3R- Giraffes	Three Year Olds	2	14	C	20	C	NA	NA	Music,Circle Time	
Main Left	4L-Penguins	Two Year Olds	3	12	C	18	C	NA	NA	Outside	
Main Left	4R- Turtles	One Year Olds and Two Year Olds	3	13	C	18	C	NA	NA	Circle Time	
Total Capacity @35 sq. ft.:			142		Total Capacity @25 sq. ft.:			0			
Total # Children this Date: 190			Total Capacity @35 sq. ft.: 295		Total Capacity @25 sq. ft.:			0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG C: Upstairs Infant	5	C
Main	PG: A Downstairs	6	C
Main	PG: B Right Front	45	C
Main Left	Left PG A	14	C
Main Left	Left PG B	15	C
Main Left	Left PG C	16	C


Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on March 12, 2019.

Consultant provided information for the proposed rule changes webinar on this date.

Plan of Improvement: No Plan Developed

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.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).

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

Jessica Nahay, Program Official

Date

Shannon Curtis, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

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.

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

Records were observed to be complete and well organized.

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

Center appears clean and well maintained.

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

Comment

Playground observed to be clean and in good repair.

Food Service

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

Comment

Center menu meets USDA guidelines.

Health and Hygiene

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

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Comment

Program observed complete emergency drills as of August 20, 2019 on this date.

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

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

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

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

Comment

Field trip documentation observed to be complete for March 11, 2019 on this date.

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

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 35

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 06/11/2019	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 07/23/2019	
Staff # 4	Met
Date of Hire: 03/01/2018	
Staff # 5	Met
Date of Hire: 03/28/2019	
Staff # 6	Met
Date of Hire: 08/31/2016	
Staff # 7	Met
Date of Hire: 09/15/2019	
Staff # 8	Met

Date of Hire: 07/29/2019

Staff # 9 Met

Date of Hire: 06/05/2019

Staff # 10 Met

Date of Hire: 09/17/2018

Staff # 11 Met

Date of Hire: 08/07/2019

Staff # 12 Met

Date of Hire: 04/18/2018

Staff # 13 Met

Date of Hire: 01/01/2018

Staff # 14 Met

Date of Hire: 02/15/2019

Staff # 15 Met

Date of Hire: 09/21/2016

Staff # 16 Met

Date of Hire: 10/01/2013

Staff # 17 Met

Date of Hire: 07/11/2019

Staff # 18 Met

Date of Hire: 08/30/2019

Staff # 19 Met

Date of Hire: 03/01/2018

Staff # 20 Met

Date of Hire: 12/27/2016

Staff # 21 Met

Date of Hire: 08/15/2019

Staff # 22 Met

Date of Hire: 08/15/2019

Staff # 23 Met

Date of Hire: 06/12/2019

Records Reviewed: 35

Records with Missing/Incomplete Components: 0

Staff # 24 Date of Hire: 03/13/2017	Met
Staff # 25 Date of Hire: 12/27/2016	Met
Staff # 26 Date of Hire: 10/01/2013	Met
Staff # 27 Date of Hire: 02/13/2019	Met
Staff # 28 Date of Hire: 05/04/2015	Met
Staff # 29 Date of Hire: 04/23/2018	Met
Staff # 30 Date of Hire: 08/30/2019	Met
Staff # 31 Date of Hire: 05/01/2018	Met
Staff # 32 Date of Hire: 09/09/2015	Met
Staff # 33 Date of Hire: 04/08/2019	Met
Staff # 34 Date of Hire: 09/18/2015	Met
Staff # 35 Date of Hire: 02/15/2019	Met

Staff Credentials Reviewed: 19

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided files for employees hired since last visit on March 12, 2019 on this date.

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

Comment

Complete first aid kits observed in center and on vehicles.

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training 2018 on this date.

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

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.