



**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:** 3/3/2020    **VisitType:** Monitoring Visit    **Arrival:** 1:00 PM    **Departure:** 3:50 PM

**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

<b>Compliance Zone Designation</b>		
03/03/2020	Monitoring Visit	Good Standing
09/27/2019	Licensing Study	Good Standing
03/12/2019	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	Upstairs:Birds: Back Left	Infants	3	10	C	12	C	NA	NA	Nap
Main	Elephants: Upstairs R Hall 2R	Infants	4	11	C	13	C	NA	NA	Feeding,Nap,Flo or Play
Main	Foxes: Upstairs R Hall 1L	Two Year Olds	3	16	C	17	C	NA	NA	Nap
Main	Koalas: Downstairis 1R	PreK	2	20	C	23	C	NA	NA	Nap
Main	Lambs: R Hall 1R	Infants	4	11	C	14	C	NA	NA	Nap,Feeding,Flo or Play
Main	Monkeys: Upstairs R Hall 2L	Two Year Olds	3	17	C	18	C	NA	NA	Nap
Main	Owls: Downstairs 1R-Right Hall	Five Year Olds	1	9	C	14	C	NA	NA	Nap
Main	Pandas: Downstairs R Hall Back L	Four Year Olds	1	18	C	22	C	NA	NA	Nap
Main	Zebra: Downstairs 1L	Four Year Olds	2	17	C	20	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 153					Total Capacity @25 sq. ft.: 0					
Main Left	1L- Bunnies	Infants	3	8	C	14	C	NA	NA	Nap
Main Left	1R- Penguins	Three Year Olds	2	11	C	19	C	NA	NA	Nap

Main Left	2L- Rhino	Three Year Olds	2	16	C	18	C	NA	NA	Nap
Main Left	2R- Lions	Two Year Olds	2	16	C	18	C	NA	NA	Nap
Main Left	3L- Hippos	One Year Olds	3	17	C	17	C	NA	NA	Music,Circle Time
Main Left	3R- Giraffes	Three Year Olds	2	18	C	20	C	NA	NA	Nap
Main Left	4L-Ducks	One Year Olds	2	18	C	18	C	NA	NA	Nap
Main Left	4R- Turtles	One Year Olds and Two Year Olds	3	18	C	18	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 142			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 251			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 Monitoring Visit and to follow up to the previous visit conducted on September 27, 2019.

Consultant observed License posted for 2020 on this date.

Consultant created an Amendment and updated classroom names 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.al.ga.gov/CCS/RulesAndRegulations.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.

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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).

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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Jessica Nahay, Program Official

Date

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Shannon Curtis, Consultant

Date



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### Findings Report

**Date:** 3/3/2020    **VisitType:** Monitoring Visit    **Arrival:** 1:00 PM    **Departure:** 3:50 PM

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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**

Center appears clean and well maintained.

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

**Comment**

Playground observed to be clean and in good repair.

### Health and Hygiene

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

Documentation for medication dispensing observed complete.

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**Safety**

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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)** **Met**

**Comment**

Complete documentation of transportation observed.

**Comment**

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

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**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.

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**Staff Records**

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**Records Reviewed: 45**

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

Staff # 1	Met
Date of Hire: 06/11/2019	
Staff # 2	Met
Date of Hire: 01/10/2020	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 10/01/2014	

Staff # 5 Date of Hire: 07/23/2019	Met
Staff # 6 Date of Hire: 01/01/2020	Met
Staff # 7 Date of Hire: 03/01/2018	Met
Staff # 8 Date of Hire: 03/28/2019	Met
Staff # 9 Date of Hire: 08/31/2016	Met
Staff # 10 Date of Hire: 09/15/2019	Met
Staff # 11 Date of Hire: 07/29/2019	Met
Staff # 12 Date of Hire: 06/05/2019	Met
Staff # 13 Date of Hire: 09/17/2018	Met
Staff # 14 Date of Hire: 08/30/2019	Met
Staff # 15 Date of Hire: 08/07/2019	Met
Staff # 16 Date of Hire: 04/18/2018	Met
Staff # 17	Met
Staff # 18 Date of Hire: 01/01/2018	Met
Staff # 19 Date of Hire: 02/15/2019	Met
Staff # 20	Met

Date of Hire: 01/12/2020

Staff # 21 Met

Date of Hire: 10/01/2013

Staff # 22 Met

Date of Hire: 07/11/2019

Staff # 23 Met

Date of Hire: 08/30/2019

Staff # 24 Met

Date of Hire: 01/16/2020

Staff # 25 Met

Date of Hire: 03/01/2018

Staff # 26 Met

Date of Hire: 06/16/2015

Staff # 27 Met

Date of Hire: 10/18/2019

Staff # 28 Met

Date of Hire: 08/15/2019

Staff # 29 Met

Date of Hire: 08/15/2019

Staff # 30 Met

Date of Hire: 06/12/2019

Staff # 31 Met

Date of Hire: 10/14/2019

Staff # 32 Met

Date of Hire: 12/27/2016

Staff # 33 Met

Date of Hire: 10/01/2013

Staff # 34 Met

Date of Hire: 02/13/2019

Staff # 35 Met

Date of Hire: 01/19/2020

Staff # 36 Date of Hire: 05/04/2015	Met
Staff # 37	Met
Staff # 38 Date of Hire: 08/30/2019	Met
Staff # 39 Date of Hire: 02/07/2020	Met
Staff # 40 Date of Hire: 05/01/2018	Met
Staff # 41 Date of Hire: 09/09/2015	Met
Staff # 42 Date of Hire: 04/08/2019	Met
Staff # 43 Date of Hire: 09/18/2015	Met
Staff # 44 Date of Hire: 02/15/2019	Met
Staff # 45 Date of Hire: 10/13/2019	Met

**Staff Credentials Reviewed: 19**

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

**Comment**

Director provided seven files for employees hired since last visit on September 27, 2019 on this date.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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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.

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



**Comment**

Adequate supervision observed on this date.