



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: 10/11/2017 **VisitType:** Monitoring Visit

Arrival: 2:30 PM

Departure: 4:00 PM

CCLC-36174

The Tutor Shop @ Summit Hill ES

13855 Providence Rd. Milton, GA 30004 Fulton County
 (404) 610-1531 hal@tutorshops.com

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

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jennifer.taylor@dec.al.gov

Mailing Address

7330 Samples Field Road
 Cumming, GA 30040

Compliance Zone Designation		
10/11/2017	Monitoring Visit	Good Standing
05/10/2017	Licensing Study	Good Standing
11/07/2016	Monitoring Visit	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	Rm. A182	Five Year Olds and Six Year Olds and Over	2	20	C	29	C	NA	NA	Transitioning, Snack, Story
Total Capacity @35 sq. ft.: 25						Total Capacity @25 sq. ft.: 0	Building @35 capacity limited by Centers Request			
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Open Field	57	C
Main	B-Hard Surface(area between the basketball goals)	20	C

Comments

The purpose of this visit was to conduct a monitoring visit and to follow up on the previous visit from May 2017.

Plan of Improvement: Developed This Date 10/11/2017

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. You are encouraged not to wait and to complete the process as soon as possible.



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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@decga.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://decga.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)

Natalie Reilly, Program Official

Date

LaQuita Clark, Consultant

Date



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Findings Report

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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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Comment

Observation-No Hazards Accessible

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

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Met

Comment

The program does not have diapered children enrolled.

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

Comment

Observed-Staff Remind Children Wash Hand

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

Comment

The director stated that medication is not administered at this time.

Safety

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

Comment

Observed-Discussion/Redirection

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

The program does not have a rest period.

Staff Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Staff Credentials Reviewed: 1

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

Correction Deadline: 5/11/2017

Corrected on 10/11/2017

.09(1)(d) - Previous citation has been corrected in that satisfactory records check letters were observed on file for the two staff members.

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

Comment

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training **Met**

Comment

Discussed with the director to ensure that new staff complete the health and safety orientation training within 90 days of hire. The new staff member will also need to complete the basic six hours of training within one year of the hire date. The employee has an option to choose the combined course of "health and safety orientation plus basic six" (for eight hours) and then would need to complete the remaining two hours for a total of 10 hours of first year training.

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

Met

Comment

Staff were observed to comply with applicable regulations.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision