



**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:** 4/3/2018    **VisitType:** Monitoring Visit    **Arrival:** 11:20 AM    **Departure:** 2:45 PM

**CCLC-36557**

**Learning Hive Kids Club**

3076 Lenora Church Road Snellville, GA 30078 Gwinnett County  
(470) 299-4347 learninghivesnellville@gmail.com

**Regional Consultant**

Dianne Clarke

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Fax: (770) 357-4922

dianne.clarke@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.
04/03/2018	Monitoring Visit	Good Standing	
09/25/2017	POI Follow Up	Good Standing	
09/18/2017	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	A/R		0	0	C	14	C	NA	NA	
Main	B/1L		0	0	C	10	C	NA	NA	
Main	C/2L	Six Year Olds and Over	1	5	C	17	C	NA	NA	Free Play
Main	D/L Back		0	0	C	14	C	NA	NA	
Total Capacity @35 sq. ft.: 55						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 5			Total Capacity @35 sq. ft.: 55			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	44	C

**Comments**

Discussed with the provider regarding ensuring to complete the comprehensive background check and keep on file by October 1, 2018.

Plan of Improvement: Developed This Date 04/03/2018

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

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Rheitta Ohene-Amoako, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 4/3/2018    **VisitType:** Monitoring Visit    **Arrival:** 11:20 AM    **Departure:** 2:45 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)** **Technical Assistance**

**Technical Assistance**  
591-1-1-.25(8) - Discussed regarding ensuring that all outlets are covered when not in use.

**Correction Deadline: 4/3/2018**

**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**  
Before and after school program only.

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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**

The owner/director stated that there is no medication dispensed since the last visit.

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the vehicle inspections were expired for the following vehicle tag numbers PZT 5350 which expired May 2, 2017, PZT 5351 which expired November 12, 2017, RCT 7376 which expired November 12, 2017 and PJK 6071 which expired November 29, 2017.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 4/8/2018**

**Finding**

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that twenty of forty-seven children being transported did not have evidence of a transportation authorization form.

**POI (Plan of Improvement)**

The Center will obtain the required written parental authorization.

**Correction Deadline: 4/4/2018**

**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that twenty of forty-seven children being transported did not have evidence of their medical emergency form. It was also determined that seven children did not have their physician's telephone number completed.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 4/4/2018**

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**Sleeping & Resting Equipment**

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

Before and afterschool program only.

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**Staff Records****Records Reviewed: 7****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 12/28/2016	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 03/07/2018	
Staff # 4	Met
Date of Hire: 04/17/2017	
Staff # 5	Met
Date of Hire: 11/21/2016	
Staff # 6	Met
Date of Hire: 02/24/2016	
Staff # 7	Met
Date of Hire: 08/10/2015	

**Staff Credentials Reviewed: 7**

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

Director provided two files for employees hired since last visit.

**591-1-1-.33 Staff Training****Met****Correction Deadline: 9/28/2017****Corrected on 4/3/2018****.33(4) - The previous citation was observed to be corrected in that the staff has completed the first year training.**

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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**Staffing and Supervision**

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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.

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**591-1-1-.32 Supervision(CR)****Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that a child walked to the bathroom and was not supervised by a staff person.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 4/3/2018**