



**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: 11/5/2019 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 1:10 PM

CCLC-37103

Caring and Sharing Learning Center

105 Mimosa Terrace LaGrange, GA 30241 Troup County
(706) 443-6787 caringandsharing305@gmail.com

Regional Consultant

Laura Swann

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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.
11/05/2019	Licensing Study	Good Standing	
05/09/2019	Licensing Study	Good Standing	
11/14/2018	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	B-2's	Three Year Olds and Four Year Olds	1	6	C	8	C	NA	NA	Story, Transitioning
Main	C- Infants	Infants and One Year Olds	1	4	C	10	C	NA	NA	Floor Play
Main	Rm. A	One Year Olds	1	2	C	9	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 27						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 12			Total Capacity @35 sq. ft.: 27			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	12	C
Main	Special Use Area (Car Port Area)	2	C

Comments

Plan of Improvement: Developed This Date 11/05/2019

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

Courtney Wilkinson, Program Official

Date

Laura Swann, 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-.03 Activities**Not Met****Finding**

591-1-1-.03(13) requires Center Staff to develop a daily schedule for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request. It was determined based on observation that staff in classroom C (infants) had not followed the daily schedule as posted times showed the following: 10:00 a.m.-10:15 a.m. story, 10:15 a.m. - 10:30 a.m. music, 11:00 a.m. - 11:30 a.m. circle time, 11:30 a.m. - 12:00 p.m. outside time. Children were only observed to have floor play and television time.

POI (Plan of Improvement)

The Center will develop a daily schedule for each age group, post the schedule in each room, and make it available to parents upon request. The Center will train Staff and monitor to ensure the schedules are followed and remain posted. Staff should be interacting with children through the daily activities as posted on the schedule.

Correction Deadline: 11/6/2019

Correction Deadline: 5/10/2019

Corrected on 11/5/2019

.03(2) - Correction observed on this date. Lesson plans were current in all classrooms.

591-1-1-.12 Equipment & Toys(CR)**Not Met****Finding**

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that the following hazards were present:

Classroom A

A blue and white toy shelf had the white protective coating missing on the right top side with screw exposed.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children. The center will remove broken furniture.

Correction Deadline: 11/5/2019

Recited on 11/5/2019

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

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms Met

Correction Deadline: 5/9/2019

Corrected on 11/5/2019

.06(6) - Correction observed on this date.

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(17) requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. It was determined based on observation that on the right side railing, lattice, the front side of fencing and under the carport there were vines with and without thorns accessible to children.

POI (Plan of Improvement)

The harmful item will be removed.

Correction Deadline: 11/8/2019

Recited on 11/5/2019

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that in classroom A there was a vent register/cover that was broken with a hole measuring four inches length x three inches width posing an entrapment hazard.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring. The center will replace the vent cover/register.

Correction Deadline: 11/7/2019

Technical Assistance

591-1-1-.25(8) - Please ensure all cords in use are secured to make them inaccessible to children in care.

Correction Deadline: 11/5/2019

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were present:

Paint was peeling off the top right and left side post on the railing leading to the playground.

Bolt covers were missing on the right and left back corners of fence.

There was a hole measuring four -seven inches depth x eighteen inches width x thirty -six inches length with a rough piece of stump sticking out posing a tripping hazard.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 11/5/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that one infant did not have a infant feeding plan.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 11/5/2019**Correction Deadline: 5/9/2019****Corrected on 11/5/2019****.15(5) - Correction observed on this date. Current menu was posted.**

591-1-1-.18 Kitchen Operations**Met****Comment**

Please ensure that all food items are stored in airtight containers.

Health and Hygiene

591-1-1-.07 Children's Health**Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that one child in classroom C had a pacifier clip and one child in classroom B had on a necklace.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement. Staff removed the necklace and pacifier clip.

Correction Deadline: 11/5/2019

591-1-1-.10 Diapering Areas & Practices(CR)**Met****Correction Deadline: 5/9/2019**

Corrected on 11/5/2019
.10(7) - Correction observed on this date. Supplies were present.

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

Met

Correction Deadline: 5/9/2019

Corrected on 11/5/2019
.17(7) - Correction observed on this date. Supplies were present.

Correction Deadline: 5/9/2019

Corrected on 11/5/2019
.17(8) - Correction observed on this date. Supplies were present.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Met

Correction Deadline: 5/14/2019

Corrected on 11/5/2019
.21(3) - Correction observed on this date.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Comment

Center does not participate in field trips at this time.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

The correct number of mats, sheets and blankets were observed on this date.

Staff Records

Records Reviewed: 4**Records with Missing/Incomplete Components: 1**

Staff # 1 Met
Date of Hire: 10/30/2019

Staff # 2 Met
Date of Hire: 05/31/2024 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 3 Not Met
Date of Hire: 06/06/2019
"Missing/Incomplete Components"
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 4 Met
Date of Hire: 07/18/2004

Staff Credentials Reviewed: 3

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided two file(s) for employees hired since last visit.

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

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 a review of records that one staff hired June 6, 2019, had not obtained certification in first aid and CPR within 90 days of their hire date.

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: 12/5/2019**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 observation that the following was missing from the first aid kit:

Adhesive tape, tweezers, band-aids, anti-bacterial ointment, insect-sting preparation and antiseptic.

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: 11/15/2019

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that one staff hired June 6, 2019, had not completed health and safety orientation training within the first 90 days of employment.

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 and will ensure that the training includes all required components as required.

Correction Deadline: 12/5/2019

Defer

591-1-1-.33(6)-Defer until December 31, 2019.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2019

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.

Staffing and Supervision

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

Met

Correction Deadline: 5/9/2019

Corrected on 11/5/2019

.32(4) - Correction observed on this date.

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

Met

Comment

Adequate supervision observed on this date.