



**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: 8/17/2018 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 12:30 PM

CCLC-38704

Tot's Learning Academy III

11710 Largo Drive, Unit C Savannah, GA 31419 Chatham County
(912) 441-2198 natashacollins59@yahoo.com

Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@dec.al.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
08/17/2018	Monitoring Visit	Good Standing	
03/27/2018	Licensing Study	Good Standing	
09/28/2017	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	One Year Olds	2	7	C	11	C	NA	NA	Free Play, Music	
Main	B	Infants	1	6	C	19	C	NA	NA	Nap, Floor Play	
Main	Room C	Two Year Olds	1	8	C	23	C	NA	NA	Free Play	
Main	Room D		0	0	C	17	C	NA	NA		
Main	Room E	Three Year Olds	1	7	C	24	C	NA	NA	Free Play, Circle Time	
Total Capacity @35 sq. ft.:			94			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 28			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	26	C

Comments

This was the first visit on the fiscal year. The program has made great progress since the last visit.

Plan of Improvement: Developed This Date 08/17/2018

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).



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.

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). 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.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

Natasha Collins, Program Official

Date

Kimberly Stoy, Consultant

Date



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

Findings Report

Date: 8/17/2018 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 12:30 PM

CCLC-38704

Tot's Learning Academy III

11710 Largo Drive, Unit C Savannah, GA 31419 Chatham County
(912) 441-2198 natashacollins59@yahoo.com

Mailing Address
Same

Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.03(2) - Previous citation was correct on this date. All rooms had current lesson plans posted.

591-1-1-.12 Equipment & Toys(CR)

Met

Correction Deadline: 4/2/2018

Corrected on 8/17/2018

.12(2) - Previous citation was correct on this date.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records

Met

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.08(1) - Previous citation was correct on this date.

Facility

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed capacity observed to be met on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on observations that the rugs in room C and the carpet leading to the bathroom in Room E was curling up at the seams.

POI (Plan of Improvement)

Floors will be maintained to be safe and sanitary.

Correction Deadline: 8/31/2018**Recited on 8/17/2018****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on consultant's observation that hazardous supplies and materials were accessible to children as follows:

- Insect spray and laundry detergent were within the reach of children walking through the laundry room to the bathroom.
- A broom, dust pan, and Swiffer were accessible to children in Room A.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 8/17/2018

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the gate to the fence around the air condition unit had nails accessible to the children at the bottom of a loose wooden plank.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair . The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 8/31/2018**Recited on 8/17/2018**

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Correction Deadline: 3/27/2018****Corrected on 8/17/2018**

.15(2) - Previous citation was correct on this date. Consultant observed up to date feeding plans for all infants currently enrolled.

591-1-1-.18 Kitchen Operations**Met****Correction Deadline: 3/28/2018**

Corrected on 8/17/2018

.18(8) - Previous citation was correct on this date. Provider has purchased an additional storage cabinet.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.17(7) - Previous citation was correct on this date.

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

Met

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.20(4) - Previous citation was correct on this date.

Policies and Procedures

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

Met

Correction Deadline: 4/1/2018

Corrected on 8/17/2018

.21(1)(q) - Previous citation was correct on this date. Consultant observed a safe sleep policy on file for all enrolled infants.

Correction Deadline: 4/1/2018

Corrected on 8/17/2018

.21(3) - Previous citation was correct on this date.

591-1-1-.27 Posted Notices

Met

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.27 - Previous citation was correct on this date. The center has created a parent information board with all required posted notices.

Safety

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

Met

Comment

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

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

Met

Correction Deadline: 4/1/2018

Corrected on 8/17/2018

.36(4)(a) - Previous citation was correct on this date.

Correction Deadline: 3/30/2018

Corrected on 8/17/2018

.36(4)(c) - Previous citation was correct on this date.

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.36(7)(d)2. - Previous citation was correct on this date.

Correction Deadline: 3/28/2018

Corrected on 8/17/2018

.36(8) - Previous citation was correct on this date,

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. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 06/05/2017	
Staff # 2	Met
Date of Hire: 10/25/2015	
Staff # 3	Met
Date of Hire: 08/06/2018	
Staff # 4	Met
Date of Hire: 05/31/2018	
Staff # 5	Met
Date of Hire: 09/02/2002	
Staff # 6	Met
Date of Hire: 02/28/2017	
Staff # 7	Met
Date of Hire: 10/16/2017	
Staff # 8	Met
Date of Hire: 05/22/2018	
Staff # 9	Met
Date of Hire: 07/26/2018	
Staff # 10	Met

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Date of Hire: 01/25/2016

Staff # 11

Met

Date of Hire: 08/01/2015

Staff # 12

Met

Date of Hire: 05/08/2017

Staff Credentials Reviewed: 12

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

Met

Comment

Director provided 5 file(s) for employees hired since last visit.

591-1-1-.33 Staff Training

Met

Correction Deadline: 4/26/2018

Corrected on 8/17/2018

.33(3) - Previous citation was correct on this date.

Correction Deadline: 12/31/2018

Corrected on 8/17/2018

.33(4) - Previous citation was correct on this date.

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Correction Deadline: 3/27/2018

Corrected on 8/17/2018

.32(7) - Previous citation was correct on this date. Consultant observed appropriate supervision in all rooms on this date.