



**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:** 10/8/2020    **VisitType:** Monitoring Visit    **Arrival:** 9:30 AM    **Departure:** 11:45 AM

**CCLC-38956**

**Kids Time Academy II**

8486 Hiram Acworth Hwy. Dallas, GA 30157 Paulding County  
 (770) 529-6777 pydarko@msn.com

**Regional Consultant**

Jennifer Bailey

Phone: (770) 357-7024  
 Fax: (770) 357-7023  
 jennifer.bailey@decal.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.
10/08/2020	Monitoring Visit	Support	
03/04/2020	Complaint Closure	Good Standing	
02/18/2020	Complaint Investigation & Licensing Study	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 - Infants -First Left	Infants and One Year Olds	1	4	C	10	C	NA	NA	Feeding,Nap
Main	B- 1's - Second Left	One Year Olds	1	4	C	13	C	NA	NA	Outside
Main	C- ( 18 mth- 24mth) Third Left	Two Year Olds	1	7	C	10	C	NA	NA	Transitioning
Main	D- 2's - First Right	Two Year Olds	1	9	C	10	C	NA	NA	Transitioning
Main	E- 3's - Second Right	Three Year Olds	1	6	C	15	C	NA	NA	Circle Time
Main	F- 3's - Third Right	Four Year Olds	1	6	C	15	C	NA	NA	Outside
Main	H- 4 to 5 yrs- Fourth Right	PreK	2	17	C	20	C	NA	NA	Outside
Main	I- School age - Fifth Right	PreK	2	18	C	36	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 129

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 71

Total Capacity @35 sq. ft.: 129

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A- Infant/Toddler- Right side of bldg	20	C
Main	PG B- 2 to 4 - left side of bldg	168	C
Main	PG C- School age - Back of Bldg	126	C

### Comments

A virtual inspection was conducted on October 8, 2020 with the Director and Assistant Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

A one day letter was left.

Plan of Improvement: To Be Submitted 10/22/2020

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

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Doris Darko, Program Official

Date

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Jennifer Bailey, 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**

Equipment and furniture observed to be properly secured, as applicable.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)** **N/A**

**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**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Two out of three playgrounds were observed. The infant/toddler playground was not observed on this date due to poor internet connection during the Virtual Visit.

#### Health and Hygiene

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

Hand washing requirements for diapering were discussed with the director on this date.

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

Staff were observed assisting and reminding children to wash hands in several classrooms. Consultant and Center also discussed hand sanitizer use and handwashing due to COVID-19.

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

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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. The Center stated that their policy is to talk with the children and redirection.

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**591-1-1-.36 Transportation(CR)****Technical Assistance****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Technical Assistance**

591-1-1-.36(7)(c)2. - Consultant discussed the following rule with the Center and ensuring that all children listed on transportation logs have a mark or symbol, even when absent.

**Correction Deadline: 10/9/2020**

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**Sleeping & Resting Equipment**

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

591-1-1-.30(2) - Consultant discussed this rule with the Center on this date in regards to ensuring nothing is attached to cribs.

**Correction Deadline: 10/8/2020**

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**Staff Records**

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**Records Reviewed: 16****Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Staff # 2

Not Met

Date of Hire: 08/01/2020

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 3

Met

Date of Hire: 08/22/2017

**Records Reviewed: 16****Records with Missing/Incomplete Components: 2**

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Staff # 4 Date of Hire: 08/26/2019	Met
Staff # 5 Date of Hire: 08/19/2020	Met
Staff # 6 Date of Hire: 06/03/2016	Met
Staff # 7 Date of Hire: 08/01/2020	Met
Staff # 8 Date of Hire: 09/14/2020	Met
Staff # 9 Date of Hire: 03/04/2019	Met
Staff # 10 Date of Hire: 06/20/2016	Met
Staff # 11 Date of Hire: 08/01/2020 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 12 Date of Hire: 11/11/2019	Met
Staff # 13 Date of Hire: 07/25/2019	Met
Staff # 14 Date of Hire: 10/09/2017	Met
Staff # 15 Date of Hire: 11/15/2019	Met
Staff # 16	Met

**Staff Credentials Reviewed: 6**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #11 was hired on August 1, 2020 with a satisfactory record check that was outside of the 12 months of portability. The staff member did not submit both a records check application until October 6, 2020 and has not submitted fingerprints to an authorized fingerprinting site before being observed present and caring for children on this date.

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**Correction Deadline: 10/8/2020**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #11 was hired on August 1, 2020 without a current satisfactory comprehensive records check determination on file before being present at the Center. The staff member was observed to have a satisfactory comprehensive letter older than 12 months of the hire date and was observed present and caring for children.

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**Correction Deadline: 10/8/2020**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff #2 was hired on August 1, 2020 with a satisfactory comprehensive records check determination which was not ported electronically to the Center before the staff member was observed present and caring for children on this date.

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**Correction Deadline: 10/8/2020**

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

**Met**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

**Correction Deadline: 10/8/2020**

<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.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.