



**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:** 8/22/2017    **VisitType:** Monitoring Visit    **Arrival:** 8:05 AM    **Departure:** 12:55 PM

**CCLC-39129**

**Kids "R" Us Learning Academy**

74 Youngs Mill Road LaGrange, GA 30241 Troup County  
 (706) 773-4137 kidsruslearningacademy86@yahoo.com

**Regional Consultant**

Laura Swann

Phone: (706) 855-3454

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laura.swann@decal.ga.gov

**Mailing Address**

116 red oak trail  
 LaGrange, GA 30241

<b>Compliance Zone Designation</b>		
08/22/2017	Monitoring Visit	Good Standing
06/15/2017	Licensing Study	Good Standing
12/01/2016	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	Room A	Infants and One Year Olds	1	7	NC	13	C	NA	NA	Breakfast, Floor Play, Nap
Main	Room B		0	0	C	14	C	NA	NA	Floor Play, Breakfast
Main	Room C	One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds	1	18	NC	25	C	NA	NA	Transitioning, Circle Time
Main	Room D - Ft. Right		0	0	C	16	C	NA	NA	Breakfast, Floor Play
Main	Room E		0	0	C	9	C	NA	NA	Nap, Floor Play
Total Capacity @35 sq. ft.: 77						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 25						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

Plan of Improvement: Developed This Date 08/21/2017

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](http://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](mailto: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)

Sabrina Hayes, Program Official

Date

Laura Swann, Consultant

Date



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### Findings Report

**Date:** 8/22/2017    **VisitType:** Monitoring Visit    **Arrival:** 8:05 AM    **Departure:** 12:55 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Technical Assistance

**Technical Assistance**

591-1-1-.12(2) - Consultant discussed with the director the need to ensure toys are disinfected.

**Correction Deadline: 8/22/2017**

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

N/A

**Comment**

No Swimming Activities Provided

### Evening Care

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

Met

**Comment**

No children enrolled in evening care hours

### 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**

Reminder-Keep Hazards Inaccessible

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Technical Assistance**

591-1-1-.26(9) - Consultant discussed with the director the need to monitor the playground for sticks, vines and nuts.

**Correction Deadline: 8/22/2017**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

591-1-1-.15(3) - The consultant discussed that only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water.

**Correction Deadline: 8/22/2017**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Not Met****Finding**

Previously Cited: 591-1-1-.10(3)(a) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper change surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper changing surface was not smooth and non-porous in Room A. Also, Staff did not state that the changing surface was cleaned immediately after diapering.

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on staff statements in Room A that the diaper changing table was disinfected two times a day and not after each diaper change as required.

**POI (Plan of Improvement)**

Previously Cited: The director responsible person(s) will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. The director will ensure Center Staff are trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 8/22/2017****Recited on 8/22/2017**

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**591-1-1-.17 Hygiene(CR)****Not Met****Finding**

591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that children did not wash their hands as required upon arrival for care and when moving from Room C to Room B.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 8/22/2017**

**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that staff moving from Room C to Room B did not wash their hands as required.

**POI (Plan of Improvement)**

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

**Correction Deadline: 8/21/2017**

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

**N/A**

**Comment**

No medication administered per the director. Discussed documentation procedures.

**Organization**

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**591-1-1-.37 Inspections & Investigations**

**Not Met**

**Finding**

591-1-1-.37(e) requires the Center shall not make or condone any Staff to make a false or misleading statement to the Department in connection with any authorized investigation or inspection being conducted by the Department. It was determined based on a review of records and staff statements that the teacher in Room D stated two times that children present were three and four-years-old. When consultant asked were there any two-year-olds present teacher stated no. When teacher moved some of the same children from Room C to Room B, the consultant asked again what age were the children present. The teacher then stated the children now were two-years-old. When consultant reviewed the children's files children were one and two-years-old. Further, it was determined a teacher in Room A gave consultant another staff member's name when asked her name.

**POI (Plan of Improvement)**

The Center will not make, or condone Staff to make false or misleading statements to the Department.

**Correction Deadline: 8/22/2017**

**Safety**

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

**Met**

**Comment**

Observed-Discussion/Redirection

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

**Not Evaluated**

**Comment**

No Field Trips at This Time

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

**Not Met**

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation of infants asleep in cribs in Room A that 4 of 8 crib sheets were too loosely-fitted and posed a suffocation hazard. Two of 8 crib sheets were too tight causing the mattress to not lay flat in the crib. Further, staff stated sheets are changed two times a week.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 8/22/2017**

**Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on observation that children were asleep in cribs covered in blankets. Further, it was determined based on observation and staff statements that infant was placed on their stomach to sleep in a crib.

**POI (Plan of Improvement)**

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

**Correction Deadline: 8/22/2017**

**Staff Records**

**Records Reviewed: 6**

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

Staff # 1 Met  
Date of Hire: 02/02/2017

Staff # 2 Not Met  
Date of Hire: 04/10/2017

"Missing/Incomplete Components"

**Records Reviewed: 6**

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

.09-Criminal Records Check Missing,.24(a)-No Record

Staff # 3 Met  
Date of Hire: 12/10/2015

Staff # 4 Met  
Date of Hire: 03/18/2016

Staff # 5 Met  
Date of Hire: 06/01/2017

Staff # 6 Met  
Date of Hire: 12/05/2015

**Staff Credentials Reviewed: 6**

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

**Not Met**

**Comment**

Two hired since last visit

**Finding**

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records that one staff hired April 15, 2017, had not completed a local criminal records check nor fingerprint clearance.

**POI (Plan of Improvement)**

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

**Correction Deadline: 8/23/2017**

**Finding**

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that one employee hired June 14, 2017, had a local records check but had not submitted fingerprints for a national records check.

**POI (Plan of Improvement)**

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

**Correction Deadline: 8/23/2017**

**591-1-1-.24 Personnel Records**

**Not Met**

**Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that one staff hired April 15, 2017, did not have a record at the center.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 8/27/2017**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.31(2)(b)3.(ii)(I) - (VIII) - Consultant discussed with the director the need to develop a written plan for newly hired teacher's who do not possess the educational credential or degree required.

**Correction Deadline: 8/22/2017**

**Staffing and Supervision**

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

**Not Met**

**Finding**

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation the following rooms were out of ratio:  
 Room A-There was a ratio of 1:7 among six infants and one one-year-old. A ratio of 1:6 was required.  
 Room C- There was a ratio of 1:18 among 4-two year olds, 8- three year olds, and 6-four year olds. A ratio of 1:10 was required.

**POI (Plan of Improvement)**

The Center will provide adequate staff when there is a mixed-age group.

**Correction Deadline: 8/22/2017**

**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on a review of records that children under three year old were mixed with children over three years old upon consultant's arrival at 8:05 am. Children present were 4- two year olds, 8- three year olds, and 6- four year olds.

**POI (Plan of Improvement)**

The Center will maintain separation of these children under three years old.

**Correction Deadline: 8/22/2017**



**Comment**

Observed-Direct Supervision/Attentive Staff