



**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: 9/19/2017 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 11:20 AM

CCLC-39260

Small Steps Childcare Academy

1819 E. 58th Street Savannah, GA 31404 Chatham County
(912) 356-5070 haholmes@comcast.net

Regional Consultant

Stacey Foston

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stacey.foston@dec.al.gov

Mailing Address

Same

Compliance Zone Designation		
09/19/2017	Licensing Study	Good Standing
01/18/2017	Monitoring Visit	Good Standing
09/08/2016	Licensing Study	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	A-infant-12	Two Year Olds and Three Year Olds and Four Year Olds	2	10	C	11	C	NA	NA	Outside, Music, Free Play, Transitioning				
Total Capacity @35 sq. ft.:			11			Total Capacity @25 sq. ft.:			0					
Total # Children this Date: 10			Total Capacity @35 sq. ft.:			11			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGD	15	C

Comments

Plan of Improvement: No Plan Developed

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.



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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@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.

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)

Harriet Holmes, Program Official

Date

Stacey Foston, 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

Technical Assistance

Technical Assistance

591-1-1-.03(1) - Discussed lesson plans with the director. Discussed using a lesson plan format that is more detailed and reflects a variety of learning domains.

Correction Deadline: 9/19/2017

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

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

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

Met

Comment

Observed-Records Complete/Well Organized

Facility**591-1-1-.06 Bathrooms****Met****Comment**

Observation-Clean and Well Maintained

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

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance****Technical Assistance**

591-1-1-.25 - Discussed new emergency preparedness plans with the director. Explained where to find resources on the Bright from the Start website to update the centers current plans.

Comment

Observation-Center Clean/Well Maintained

Comment

Observation-No Hazards Accessible

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

591-1-1-.26 - There were small twigs and small branches observed on the playground as a result of the hurricane. Discussed with the director about picking up branches and raking mulch around the swing set.

Food Service**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Please ensure that current menu is posted.

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

No diapered children enrolled.

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

Observed-Proper Hand Washing Throughout

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

The director states that the center does not dispense medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

591-1-1-.21(3) - Observed documentation of drills.

Correction Deadline: 9/24/2017

Safety

591-1-1-.05 Animals

Met

Comment

Animals Clean/Appropriately Caged

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

Met

Comment

Observed-Discussion/Redirection

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

Met

Comment

No Field Trips at This Time

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

Met

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Met

Comment

No infants enrolled. The children mats were observed to be in good condition.

Staff Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 10/17/2008

Staff # 2

Met

Date of Hire: 01/01/2013

Staff # 3

Met

Date of Hire: 08/05/2006

Staff Credentials Reviewed: 3

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

Met

Comment

Criminal Records Check complete

591-1-1-.14 First Aid & CPR

Met

Comment

Observed-100% Certified First Aid & CPR

Comment

Please replace scarf in the first aid kit with a larger scarf or triangular bandage.

591-1-1-.33 Staff Training

Met

Comment

Observed - Documentation Of Training

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

Met

Comment

Staff qualifications were compliant.

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision