



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: 5/14/2019 **VisitType:** Licensing Study **Arrival:** 10:25 AM **Departure:** 12:15 PM

CCLC-39280

Tippy Toes

433 Weeks Street Wadley, GA 30477 Jefferson County
 (478) 206-9156 colemanantonette@yahoo.com

Mailing Address

P.O. Box 411
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Regional Consultant

Valarie Musselwhite

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valarie.musselwhite@decal.ga.gov

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. |
|------------------------------------|------------------|---------------|--|
| 05/14/2019 | Licensing Study | Support | |
| 01/15/2019 | POI Follow Up | Good Standing | |
| 11/26/2018 | Monitoring Visit | Deficient | |

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/1R | | 0 | 0 | C | 8 | C | NA | NA | |
| Main | B/2R | Infants and One Year Olds and Two Year Olds and Three Year Olds | 1 | 8 | NC | 8 | C | NA | NA | Lunch,Story,Free Play |
| Main | C/3R | | 0 | 0 | C | 29 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 45 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |
| Total # Children this Date: 8 | | | Total Capacity @25 sq. ft.: 0 | | | | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Only | 50 | C |

Comments

The consultant and director discussed ratios, staffing, and confining equipment.

Plan of Improvement: To Be Submitted 05/28/2019

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://www.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

Antionette Brown, Program Official

Date

Valarie Musselwhite, Consultant

Date



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Findings Report

Date: 5/14/2019 **VisitType:** Licensing Study

Arrival: 10:25 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Technical Assistance

591-1-1-.03(2) - Please ensure lesson plans are current and age appropriate for all ages served.

Correction Deadline: 5/14/2019

Finding

591-1-1-.03(6) requires Center Staff to ensure children less than three years of age do not spend more than one-half hour of time consecutively in confining equipment, such as swings, highchairs, jump seats, carriers or walkers. Children shall use such equipment only when they are awake. Such children shall be allowed time to play on the floor daily. Infants shall have supervised tummy time on the floor daily when they are awake. It was determined based on an observation that two infants were in high chairs for more than the allotted one-half hour of time.

Correction Deadline: 5/14/2019

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

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on an observation that the wooden cubbies in Classroom B were not secure to the wall and was easily shaken. It was further determined, that the television in Classroom B was on top of the pink and purple plastic playhouse was not secure and was easily shaken.

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Correction Deadline: 5/31/2019

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

N/A

Comment

Center does not provide swimming activities.

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|---------------------------|
| Children's Records |
|---------------------------|

Records Reviewed: 3

Records with Missing/Incomplete Components: 1

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing,.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Allergies and Disabilities

Child # 2

Met

Child # 3

Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please see children's records page to see which files need to be completed by the parent.

Correction Deadline: 5/14/2019

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|-----------------|
| Facility |
|-----------------|

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)**Technical Assistance****Technical Assistance**

591-1-1-.25(11) - The consultant and director discussed removing the road map area rug in Classroom B or adding a sticky surface to the bottom to secure it to the floor.

Correction Deadline: 6/13/2019**Technical Assistance**

591-1-1-.25(3) - The consultant and director discussed ensuring to run the water through all sinks immediately upon opening in the mornings so the water can be clean and ready to use.

Correction Deadline: 5/14/2019

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

591-1-1-.26(3) requires that the playground be adjacent to the Center or in an area which can be reached by a safe route or method approved by the Department. Except in School-age Centers, the playground shall have shaded areas. It was determined based on an observation that the playground did not have shaded areas.

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Correction Deadline: 7/19/2019

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| Food Service |
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591-1-1-.15 Food Service & Nutrition**Technical Assistance****Technical Assistance**

591-1-1-.15(2) - The consultant and director discussed ensuring infant feeding plans are filled out entirely and updated every 90 days.

Correction Deadline: 5/14/2019

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|---------------------------|
| Health and Hygiene |
|---------------------------|

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

Staff stated proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)**Met****Correction Deadline: 1/31/2019****Corrected on 5/14/2019**

.17(7) - Correction of previous citation in that the consultant observed proper hand washing and the sinks to have warm running water.

Correction Deadline: 1/31/2019**Corrected on 5/14/2019**

.17(8) - Correction of previous citation in that the consultant observed proper hand washing and the sinks to have warm running water.

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

The center currently does not dispense or administer medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(1)(q) - Please ensure a safe sleep policy form is signed by all parents with children under the age of one.

Correction Deadline: 5/19/2019

Comment

Consultant observed complete emergency drills.

591-1-1-.27 Posted Notices**Technical Assistance****Technical Assistance**

591-1-1-.27 - Please ensure a current weeks menu is posted at the entrance of the center.

Correction Deadline: 5/14/2019

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and redirection observed.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 3****Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 03/29/2011

Staff # 2

Not Met

Records Reviewed: 3**Records with Missing/Incomplete Components: 2**

Date of Hire: 11/14/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 06/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

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.

591-1-1-.14 First Aid & CPR**Met****Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on an observation that two of three staff did not obtain the required ten hours of annual training for 2018.

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Correction Deadline: 12/31/2019

591-1-1-.31 Staff(CR)**Not Met****Finding**

591-1-1-.31(11) requires the Center to have qualified and sufficient direct-care, clerical, housekeeping, maintenance and other employees to ensure full compliance with these rules without neglecting the supervision of children. It was determined based on an observation and that the center did not have enough staff to carry out daily duties to maintain full compliance.

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Correction Deadline: 6/7/2019

Recited on 5/14/2019

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Correction Deadline: 2/28/2019

Corrected on 5/14/2019

.31(2)(b)2. - Correction of previous citation in that the consultant observed one room of children currently enrolled. The director is serving at the lead teacher.

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| 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 that a staff:child ratio of 1:8 was observed in Classroom B. Classroom B housed two infants, two one-year-olds, three two-year-olds, and one three-year-old child, a staff:child ratio of 2:8 was required.

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Correction Deadline: 5/14/2019

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 observation that a three-year-old child was housed with children under three in classroom B.

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Correction Deadline: 5/14/2019

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on an observation that the director stepped over the threshold of the classroom several times for brief moments and left the children alone in Classroom B.

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Correction Deadline: 5/14/2019