



**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:** 11/27/2017 **VisitType:** Licensing Study

**Arrival:** 9:15 AM

**Departure:** 11:55 AM

**CCLC-39314**

**Little Folks Farm & Childcare**

1392 GA Hwy. 56 East Lyons, GA 30436 Toombs County  
 (912) 565-0262 lam4\_@hotmail.com

**Regional Consultant**

Kesha McNeal

Phone: (866) 359-1672

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kesha.mcneal@dec.al.ga.gov

**Mailing Address**

1378 Ga Hwy 56 E, 10  
 Lyons, GA 30436

**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.
11/27/2017	Licensing Study	Good Standing	
05/09/2017	Monitoring Visit	Good Standing	
11/15/2016	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	Room: A(Left)	Two Year Olds and Three Year Olds	1	10	C	11	C	NA	NA	Floor Play,Story,Transitioning,Free Play,Circle Time
Main	Room: B(Right)	Infants and One Year Olds and Two Year Olds	1	4	C	13	C	NA	NA	Nap,Free Play,TV,Transitioning
Total Capacity @35 sq. ft.:			24			Total Capacity @25 sq. ft.: 0				
Total # Children this Date:			14			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	38	C

**Comments**

The center director stated that no new staff has been hired since the last visit on this date. The facility does not conduct transportation or field trips. The consultant and director discussed the following items:

\* The center must develop an updated emergency procedures plan. The consultant left a template of the emergency procedure plan for the facility on this date.

Plan of Improvement: Developed This Date 11/27/2017

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.

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

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Lisa Williams, Program Official

Date

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Kesha McNeal, Consultant

Date



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### Findings Report

**Date:** 11/27/2017 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

Please ensure that the center has a daily schedule for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request.

**Correction Deadline: 11/27/2017**

**Technical Assistance**

Please ensure that the Center has current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas.

**Correction Deadline: 11/27/2017**

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

**Met**

**Comment**

Discussed-Add to Enhance Variety

**Comment**

Discussed-Rotation Support Disinfecting

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

**Met**

**Comment**

No Swimming Activities Provided

<b>Children's Records</b>
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**Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

Child # 1

Met

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Parent Agreements Obtained/Completed

**Facility**

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

**Met**

**Comment**

Licensed Capacity Routinely Met

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**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)**

**Not Met**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on the consultant's observation that there was a lawn mower, and an air pro machine accessible to children. It was further determined based on the consultant's observation that there was a hole measuring four feet in front of the wooden house causing a potential tripping hazard.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 11/27/2017**

**Food Service**

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

**Met**

**Comment**

Ensure Bottles Covered/Fully Labeled

**Comment**

Menu Meets USDA Guidelines

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**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

Kitchen Appears Clean/Well Organized

**Health and Hygiene**

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**591-1-1-.07 Children's Health**

**Not Met**

**Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifier or other hazardous items. It was determined based on the consultant's observation that an infant was observed having a pacifier attached to their clothing.

**POI (Plan of Improvement)**

The Center will instruct Staff regarding this safety requirement.

**Correction Deadline: 11/27/2017**

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

**Met**

**Comment**

Diapering requirements discussed

**Comment**

Staff Stated Proper Knowledge

**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 the consultant's observation that children were observed not washing their hands liquid soap and warm running water upon arrival for care, and after diapering on this date.

**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: 11/27/2017**

**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 the consultant's observation that staff were observed not washing their hands with liquid soap and warm running water after handling bodily fluids on this date.

**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: 11/27/2017**

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

**Met**

**Comment**

Discussed-Documentation/Procedures. On this date the director stated that no medication is being dispensed.

**Policies and Procedures**

**Technical Assistance**

Please ensure that the center has an updated written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.

**Correction Deadline: 12/2/2017**

<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Animals Clean/Appropriately Caged

**Correction Deadline: 6/8/2017**

**Corrected on 11/27/2017**

**It was determined based on the consultant's review of records that the center obtained necessary vaccinations for animals on the premises .**

**591-1-1-.11 Discipline(CR)****Not Met****Comment**

Reminder-Voice Tone in Redirecting

**Finding**

591-1-1-.11(1) requires that disciplinary actions used to correct a child's behavior, guidance techniques and any activities in which the children participate or observe at the Center shall not be detrimental to the physical or mental health of any child. It was determined based on the consultant's observation and through informal interview that staff was inappropriately using timeout.

**POI (Plan of Improvement)**

Center staff will cease use of this disciplinary method; the director will provide staff training on appropriate child guidance techniques and have a system in place to monitor and identify/prevent inappropriate actions.

**Correction Deadline: 11/27/2017**

**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

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Comment**

Correct number of mats; disinfecting discussed

**Comment**

Discussed-SIDS/Infant Sleeping Position

**Comment**

Observed-Pleasant Naptime Environment

**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 the consultant's observation that a crib sheet in the right classroom was not tight-fitting as required.

**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: 11/27/2017**

<b>Staff Records</b>
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**Records Reviewed: 3**

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

Staff # 1

Not Met

Date of Hire: 06/12/2013

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 06/13/2013

"Missing/Incomplete Components"

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

Staff # 3

Not Met

Date of Hire: 02/27/2017

"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 Check(CR)**

**Met**

**Correction Deadline: 5/9/2017**

**Corrected on 11/27/2017**

**It was determined based on the consultant's review of records that all current employees had evidence of satisfactory fingerprint determination on file.**

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

**Met**

**Comment**

Observed-100% Certified First Aid & CPR

**Comment**

Observed-Center/Vehicle Kits Complete

**Finding**

Previously Cited: 591-1-1-.33(4) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on the consultant's review of children's records that 3 of 4 staff members did not have evidence of annual training for physical year 2015.

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 the consultant's review of records that three of three staff members did not complete ten clock hours of annual training for physical year 2016.

**POI (Plan of Improvement)**

Previously Cited: Staff will complete training.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/27/2017**

**Recited on 11/27/2017**

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

**Met**

**Comment**

Lead staff education requirements

**Staffing and Supervision**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Correction Deadline: 5/9/2017**

**Corrected on 11/27/2017**

**It was determined based on the consultant's observation that children wer supervised at all times on this date.**