



**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:** 3/2/2018    **VisitType:** Licensing Study    **Arrival:** 10:25 AM    **Departure:** 2:50 PM

**CCLC-39482**

**Dream Builders Learning Center**

9784 "C" E. Oglethorpe Highway Midway, GA 31320 Liberty County  
 (912) 312-2189 dreamblc2015@gmail.com

**Mailing Address**

9784 E. Oglethorpe Hwy, Suite C  
 Midway, GA 31320

**Regional Consultant**

Jerica Davis

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Joint with: Kesha McNeal

**Quality Rated:** ★ ★

<u>Compliance Zone Designation</u>			<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.
03/02/2018	Licensing Study	Support	
09/19/2017	Monitoring Visit	Good Standing	
02/06/2017	Monitoring Visit	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		0	0	C	3	C	NA	NA	
Main	B		0	0	C	7	C	NA	NA	
Main	C	Three Year Olds and Four Year Olds	1	2	C	18	C	NA	NA	Centers, Free Play, Lunch
Main	D		0	0	C	4	C	NA	NA	
Main	E		0	0	C	18	C	NA	NA	

Total Capacity @35 sq. ft.: 50

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 2

Total Capacity @35 sq. ft.: 50

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	23	C

**Comments**

The director stated the center currently provides transportation. They do not provide any field trips, swimming activities, or administer medications.

The center is currently working with Quality Rated.

Plan of Improvement: Developed This Date 03/02/2018

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.

#### 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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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)



#### 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.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Tracy Jefferson, Program Official

Date

Jerica Davis, Consultant

Date

Kesha McNeal, Consultant

Date



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### Findings Report

**Date:** 3/2/2018 **VisitType:** Licensing Study **Arrival:** 10:25 AM **Departure:** 2:50 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(10) requires Center Staff to provide routines for toileting, eating, resting, napping (depending upon the age of the children), intervals between activities and doing school homework, if any. Staff shall assist and encourage each child to become independent in the development of self-help skills, such as washing hands and face, dressing, eating and toileting. It was determined based on observation and review of records that nap was not provided for a three and four year old child as indicated on the classroom schedule.

**POI (Plan of Improvement)**

The center will review current practices, develop routines where needed, train Staff and monitor regularly.

**Correction Deadline: 3/2/2018**

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

**Technical Assistance**

**Comment**

A variety of equipment and toys were observed throughout the center.

**Technical Assistance**

Please ensure all furniture is in good repair and free from sharp edges and hazards. The shelf containing blocks in classroom B in the left front corner was observed to have the back coming apart from the shelf. Additionally, the green and blue chairs had tears in the seats exposing foam.

**Correction Deadline: 3/2/2018**

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Technical Assistance**

**Technical Assistance**

Please ensure that the children and signed in and out each day as required.

**Correction Deadline: 3/2/2018**

**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)**

**Technical Assistance**

**Technical Assistance**

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure the broom, dust pan, mop, and mop bucket are inaccessible to the children.

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

**Not Met**

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation that the fence measured three-feet eight-inches high on the back middle section and three-feet nine-inches high in the back left corner of the playground due to the pile up of sod/grass added along the fencing.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 3/12/2018**

**Recited on 3/2/2018**

**Technical Assistance**

Please ensure that all toys and equipment are in good repair. Two soccer balls were observed to have the plastic coverings peeling posing a choking hazard.

**Correction Deadline: 3/12/2018**

**Correction Deadline: 9/19/2017**

**Corrected on 3/2/2018**

**.26(9) - This citation was observed to be corrected on this date.**

## Food Service

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

Not Met

#### Finding

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on the consultants observation that the meal served for lunch did not meet the menu posted and no substitutions were noted.

#### POI (Plan of Improvement)

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

**Correction Deadline: 3/2/2018**

### 591-1-1-.18 Kitchen Operations

Met

#### Comment

Kitchen appears clean and well organized.

## Health and Hygiene

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

Met

#### Comment

No diapered children are currently enrolled on this date.

### 591-1-1-.17 Hygiene(CR)

Met

#### Comment

Proper hand washing observed throughout the center.

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

Met

#### Comment

The director stated that no medications are currently dispensed.

## Policies and Procedures

### 591-1-1-.27 Posted Notices

Technical Assistance

#### Technical Assistance

Please make sure that all required signs are posted and up to date. Please ensure to post the 2018 Center License.

## Safety

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

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on the consultants observation that the third row seat had a hole measuring three and a half inches by one inch exposing foam.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 3/3/2018**

**Correction Deadline: 9/20/2017**

**Corrected on 3/2/2018**

**This citation was observed to be corrected on this date.**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of records that on January 17, 2018 one child was marked with an "A" for Load and unload and six children were not noted as Loaded, Unloaded, or Absent. On February 28, 2018 one of six children did not have a mark for being Loaded and zero of six children were indicated as Unloaded. Additionally, on March 1, 2018 there were no marks indicating the children were Loaded, Unloaded, or absent on this date.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 3/3/2018**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on the consultant's review of records that for the afternoon route from Liberty Elementary School, the center did not conduct a second check of the vehicle for December 12 through December 15, 2017.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 3/2/2018**

**Recited on 3/2/2018**

<b>Sleeping &amp; Resting Equipment</b>
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**Finding**

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined based on the consultants observation that the six cots located in the storage bench in classroom B were observed to be stored with the sheets touching.

**POI (Plan of Improvement)**

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

**Correction Deadline: 3/2/2018**

<b>Staff Records</b>
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**Records Reviewed: 4**

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

Staff # 1

Not Met

Date of Hire: 03/01/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2

Met

Date of Hire: 09/26/2016

Staff # 3

Not Met

Date of Hire: 12/15/2016

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Staff # 4

Met

Date of Hire: 08/22/2016

**Staff Credentials Reviewed: 4**

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

**Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal records checks were observed to be complete.

**Finding**

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on the consultant's observation that the first aid kit on the vehicle was missing the following items: Thermometer, scissors, and triangular bandage. The first aid kit located inside the facility was missing the following items: Thermometer and triangular bandage.

**POI (Plan of Improvement)**

Staff will add the missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

**Correction Deadline: 3/12/2018**

**Recited on 3/2/2018**

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

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on the consultant's review of records that a staff member hired after September 30, 2016 did not complete health and safety training within the first 90 days of employment.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 3/12/2018**

**Recited on 3/2/2018**

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

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



**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 the consultants observation that the first staff member was observed to leave the children in classroom C on several occasions and enter the entry way and classroom B leaving the children unattended. Additionally, the second staff member was observed to leave one child in classroom B while attended to another children in the restroom attached to classroom C leaving the child unattended.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 3/2/2018**