



**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:** 11/5/2019    **VisitType:** Licensing Study    **Arrival:** 1:00 PM    **Departure:** 3:30 PM

**CCLC-39573**

**Red Trolleys Daycare Center**

1212 S. Patterson Street Valdosta, GA 31601 Lowndes County  
 (229) 469-7923 redtrolleys@gmail.com

**Regional Consultant**

Beth Houtz

Phone: (229) 238-2130  
 Fax: (229) 238-2955  
 beth.houtz@dec.al.ga.gov

**Mailing Address**  
 Same

**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.
11/05/2019	Licensing Study	Deficient	
04/29/2019	Monitoring Visit	Good Standing	
10/29/2018	Complaint Investigation Follow Up	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
Building 2	Modular building	Three Year Olds	2	7	C	21	C	29	C	Nap
Total Capacity @35 sq. ft.: 21			Total Capacity @25 sq. ft.: 41							
Main	A - Toddlers	One Year Olds and Two Year Olds	0	8	NC	11	C	NA	NA	Nap
Main	B - Infants	Infants and One Year Olds	1	5	C	5	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 16			Total Capacity @25 sq. ft.: 41							
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 37			Total Capacity @25 sq. ft.: 41				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	33	C
Main	playground B	64	C

**Comments**

The purpose of today's visit is a licensing visit. This is the first visit of the fiscal year. The center provides after school transportation. Transportation was observed during the visit. All staff records were reviewed during the visit.

Plan of Improvement: To Be Submitted 11/19/2019

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](mailto: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://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](mailto:qualityrated@dec.state.ga.us)

Fatimata Ba, Program Official

Date

Beth Houtz, Consultant

Date



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### Findings Report

**Date:** 11/5/2019 **VisitType:** Licensing Study

**Arrival:** 1:00 PM

**Departure:** 3:30 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**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 observation that in Building 2 there were two shelves next to the restrooms, two shelves in the science center, and one shelf by the storage closet door that were not secured and were of a height and weight to be a falling hazard to children in care.

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**Correction Deadline: 11/5/2019**

**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

**Records Reviewed: 5**

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

Child # 3

Met

Child # 4

Met

Child # 5

Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

**Met**

**Correction Deadline: 4/29/2019**

**Corrected on 11/5/2019**

.19(1) - This citation was observed to be corrected on this date. The licensed capacity was met during the visit.

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

**Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26(4) - The consultant discussed with the director about cutting the fence bolts at the gate and the corners down to two threads in length to prevent the bolts from being a hazard to children in care. Additionally, the consultant discussed with the consultant about placing more wooden barriers at the bottom of the fence of the new playground to close a potential gap.

**Correction Deadline: 11/5/2019**

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines.

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

**Met**

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items.

The consultant observed an infant with a pacifier attached to their clothing and an infant with a gold chain necklace on and discussed with the Director about not allowing items to be attached to a child's clothing or around their necks.

**Correction Deadline: 11/5/2019**

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

**Correction Deadline: 4/29/2019**

**Corrected on 11/5/2019**

**.10(4) - This citation was observed to be corrected on this date. The center has new changing pads.**

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

<b>Organization</b>
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**591-1-1-.16 Governing Body & License****Met**

**Correction Deadline: 4/29/2019**

**Corrected on 11/5/2019**

**.16(e) - This citation was observed to be corrected on this date. The center submitted an amendment and has licensed a second building. The center now uses the additional building for after school care.**

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Fire and Safety Drills were observed to be documented and up to date.

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**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

**Comment**

Center does not participate in field trips at this time.

**Technical Assistance**

591-1-1-.36(4)(f)1. - The consultant observed two seat belt buckles that had fallen under the seat. The buckles were pushed back up through the seat so that they could be properly used. The consultant discussed with the director about buckling the seat belts when the children exit the vehicle to help prevent the buckles from falling under the seat.

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**Correction Deadline: 11/6/2019**

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**Correction Deadline: 4/30/2019**

**Corrected on 11/5/2019**

**.36(6) - This citation was observed to be corrected on this date. A transportation agreement was on file for the children listed on the transportation list.**

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**Correction Deadline: 4/30/2019**

**Corrected on 11/5/2019**

**.36(7)(a) - This citation was observed to be corrected on this date. Transportation agreements were observed on this date for all children listed on the transportation list.**

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**Correction Deadline: 4/30/2019**

**Corrected on 11/5/2019**

**.36(7)(c)2. - This citation was observed to be corrected on this date. Check marks indicating loading and unloading were observed on the transportation checklists.**

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records that the arrival and departure times for transportation during the week of October 14, 2019 for the S.L. Mason P.M. route were not documented on Friday, October 18, 2019. Additionally, the arrival and departure times were not documented for the weeks of September 9, 2019, September 16, 2019, September 23, 2019 and September 30, 2019 as required.

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**Correction Deadline: 11/5/2019**

**Recited on 11/5/2019**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle 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; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of transportation documentation that on Friday, October 18, 2019, there was no first check signature documented on the P.M. transportation checklist for the S.L. Mason route. Additionally, there was no first check signature documented on the September 3, 2019 Pinevale and Moulton Branch P.M. route transportation checklists.

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**Correction Deadline: 11/5/2019**

**Recited on 11/5/2019**

**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 a review of transportation documentation that on Friday, October 18, 2019, there was no second check signature documented on the P.M. transportation checklist for the S.L. Mason route.

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**Correction Deadline: 11/5/2019**

**Recited on 11/5/2019**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Met**

**Correction Deadline: 4/29/2019**

**Corrected on 11/5/2019**

.30(1)(a)3 - This citation was observed to be corrected on this date. The crib sheets were tight fitting as required.

<b>Staff Records</b>
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**Records Reviewed: 2**

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

Staff # 1

Met

Date of Hire: 05/02/2016

Staff # 2

Met

Date of Hire: 10/14/2019

**Staff Credentials Reviewed: 2**

**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 50% of center staff certified in First Aid and CPR.



**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Met

**Correction Deadline: 4/29/2019****Corrected on 11/5/2019**

.31(2)(b)3.(ii)(I) - (VIII) - This citation was observed to be corrected on this date. A lead teacher has been hired.

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

Not Met

**Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that in the toddler classroom there were 4 one-year-olds and 4 two-year-olds and no staff present. The ratio was 0:8 and should have been 1:8, one staff supervising the eight children. The Director was in the infant room and was observing children in the toddler classroom via a camera feed on their phone but was not present in the classroom.

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**Correction Deadline: 11/5/2019****591-1-1-.32 Supervision(CR)**

Not Met

**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 observation that four one-year-olds and four two-year-olds were not supervised during nap time in the toddler classroom. The children were being supervised via video feed observed on a phone by a staff member who was in the infant classroom.

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**Correction Deadline: 11/5/2019**

**Recited on 11/5/2019**