



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: 3/14/2018 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 12:50 PM

CCLC-45994

Chapman's Learning Center, LLC

29 West Poplar Street McRae Helena, GA 31055 Telfair County
 (229) 868-6514 miachapman1@yahoo.com

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@decal.ga.gov

Mailing Address

Same

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.
03/14/2018	Licensing Study	Good Standing	
07/25/2017	Monitoring Visit	Good Standing	
03/14/2017	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	Infants and One Year Olds	1	6	C	9	C	NA	NA	Centers, Transitioning, Diapering
Main	B	One Year Olds	1	3	C	9	C	NA	NA	Centers, Transitioning
Main	C	One Year Olds	2	8	C	9	C	NA	NA	Diapering, Transitioning, Centers
Main	D	Two Year Olds	2	6	C	8	C	NA	NA	Transitioning, Centers
Main	E	Two Year Olds	2	6	C	8	C	NA	NA	Transitioning, Free Play, Centers
Main	F	Infants and One Year Olds	3	15	C	17	C	NA	NA	Floor Play, Transitioning, Outside
Main	G	Three Year Olds and Four Year Olds	2	13	C	17	C	23	C	Centers, Transitioning
Total Capacity @35 sq. ft.: 77						Total Capacity @25 sq. ft.: 83				
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 83				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	11	C
Main	B	13	C
Main	C	41	C


Comments

The center director provided three files for employees hired since the last visit on this date.

The center does not participate in field trips, medication, or administer transportation.

Plan of Improvement: Developed This Date 03/14/2018

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. 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@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.

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 1/2 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

Mia Chapman, Program Official

Date

Kesha McNeal, 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-.12 Equipment & Toys(CR)

Met

Comment

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

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: 2

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Allergies and Disabilities,.08(1)(a)-Special Care Procedures	
Child # 5	Met

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

591-1-1-.08(1) - Please ensure that all children's files have all the required information for currently enrolled children.

Correction Deadline: 3/14/2018

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.

Correction Deadline: 7/25/2017**Corrected on 3/14/2018**

.19(1) - Previous citation observed corrected in that license capacity was routinely met on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Correction Deadline: 7/25/2017****Corrected on 3/14/2018**

.25(7) - Previous citation observed corrected the storage closet had a latch on this date.

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

591-1-1-.26(4) - Please ensure that fencing is in good repair and free from gaps. On this date the consultant observed a three inch gap located on the front left section of the school age playground round this is potential entrapment hazard.

Correction Deadline: 3/14/2018

Food Service

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

Center menu meets USDA guidelines.

Comment

Please ensure that bottles are covered and fully labeled with child's full name.

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**

Proper diapering procedures observed.

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

Discussed proper medication documentation and procedures. Center director stated that no medication is being dispensed.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Technical Assistance

Technical Assistance

591-1-1-.21(1)(p) - Please ensure that the center has an updated written plan.

Correction Deadline: 3/19/2018

591-1-1-.29 Required Reporting

Met

Comment

Thank you for reporting as required.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

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

Met

Comment

Center does not participate in field trips at this time.

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

Met

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.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

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

Criminal records checks were observed to be complete.

Comment

Director provided three file(s) for employees hired since last visit.

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

Complete kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training **Met****Comment**

Documentation observed of required staff training.

Correction Deadline: 8/24/2017

Corrected on 3/14/2018

.33(3) - Previous citation observed corrected in that staff members completed health and safety training within the first 90 days of employment.

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.

Comment

Center will ensure that all Staff comply with all applicable laws and regulations.

Correction Deadline: 3/14/2018

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.