



**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:** 8/16/2017    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 2:00 PM

**CCLC-46613**

**Hajja's House**

2107 McAfee Road Decatur, GA 30032 DeKalb County  
(404) 698-3643 hajjashouse@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Shyreeta Hicks

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Joint with: Margaret Pringle

<b>Compliance Zone Designation</b>		
08/16/2017	Initial Licensing Study	Good Standing

**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.

**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	13	C	NA	NA	
Main	B - 2R		0	0	C	10	C	NA	NA	
Main	C - 3R		0	0	C	0	C	NA	NA	
Main	D - 4R		0	0	C	13	C	NA	NA	
Main	E - Cafeteria		0	0	C	0	C	NA	NA	
Main	F - Auditorium		0	0	C	0	C	NA	NA	
Main	G - Art Area		0	0	C	0	C	NA	NA	
Main	H - Study Room		0	0	C	0	C	NA	NA	
Main	I - Back Left		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.: 59						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 59			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	51	C

**Comments**

The purpose of this visit was to conduct the Initial Licensure Study. The Compliance Enforcement Worksheet was discussed on this date. Permission to Operate was not granted on this date. A temporary license will be issued until the 40-Hour Director's training can be complete.

Permission to Operate was received on August 22, 2017.

Plan of Improvement: Developed This Date 08/16/2017

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.



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You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@dec.ga.gov](mailto:CCSRefutations@dec.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.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)

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Fatima khokhar, Program Official

Date

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Shyreeta Hicks, Consultant

Date

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Margaret Pringle, Consultant

Date



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### Findings Report

**Date:** 8/16/2017    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 2:00 PM

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Discussed-Add to Enhance Variety. A variance was approved for the school age art area and study room. The school age children will report to their main classroom first. Art activities and the study area will be used as special use space.

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

**Met**

**Comment**

No Swimming Activities Provided

### Facility

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

**Not Met**

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined the exhaust fan in the boys bathroom between Classroom A and B was not functioning during the visit.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 9/15/2017**

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

**Met**

**Comment**

Discuss-Children Moved Maintain Capacity

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

Reminder-Keep Hazards Inaccessible. Discussed potentially poisonous plants in the facility.

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**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 observations, a potential entrapment hazard was observed at the back gate. A gap measuring seven to eight inches was observed at the bottom of the gate.

The fence separating the licensed playground from the unlicensed area was less than four feet. The fence measured at three feet eight inches on this date. The fence was observed to lean as there was no top post on the fence.

**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: 8/16/2017****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 observation, that several potential hazards were observed on the playground. The following hazards were observed on this date.

\*\*Seven to eight inch gaps were observed on all decks leading the playground. The gaps were observed at the stairs leading to down to the playground.

\*\*A one foot gap was observed at the bottom of the deck near Classroom D (Back Right).

\*\*The Consultant ivy growing on the playground near the deck leading from Classroom D (Back Right) and near the dividing fence directly behind the building.

\*\*Several exposed tree roots near the stairs leading from Classroom D (Back Right) causing a potential tripping hazard.

\*\*The concrete pad on a playground would need to be flushed with the ground to prevent a 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: 8/16/2017**

<b>Food Service</b>
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**591-1-1-.18 Kitchen Operations****Met****Comment**

Kitchen Appears Clean/Well Organized

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Diapering requirements discussed

**Comment**

No children enrolled. Diapering requirements discussed. A supervision plan was created and discussed on this date. The diaper changing table in Classroom D was facing the wall.

**Comment**

Staff Stated Proper Knowledge

**591-1-1-.17 Hygiene(CR)****Not Met****Comment**

No children enrolled - hand washing discussed

**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 observation, the bathroom in the near the art room was observed to not have warm or hot water.

**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: 8/16/2017****591-1-1-.20 Medications(CR)****Met****Comment**

Discussed documentation and procedures for dispensing medication. There are currently no children enrolled.

**Organization****591-1-1-.16 Governing Body & License****Not Met****Finding**

591-1-1-.16(b) requires the Director of a Center responsible for its day-to-day operations to have completed a 40-hour director's training course that has been approved by the Department. At a minimum, the subject matter taught at a Director's training course shall cover the areas of administrator competencies that serve as a framework for professional development, which include, but are not limited to, early learning standards, business management, communication, developmentally appropriate practices, professional and leadership development, and advocacy for the Center, Parents, children and Staff. It was determined based on observation the Director has not completed the 40-Hour Director's training course.

**POI (Plan of Improvement)**

Prior to licensure, the Child Care Learning Center Director will obtain the required 40-hour director's training or will hire a director with the required 40-hour director's training to run the day-to-day operations of the Child Care Learning Center.

**Correction Deadline: 9/18/2017****Safety****591-1-1-.05 Animals****Met****Comment**

No Animals Kept

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

No children enrolled - discipline discussed

**591-1-1-.13 Field Trips(CR)****Met****Comment**

No Field Trips at This Time

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

**Comment**

Correct number of mats; disinfecting discussed

**Comment**

Discussed infant sleeping requirements/SIDS. The center will not provide care for infants at this time.

**Comment**

Ensure Cribs/Cots Labeled

**Finding**

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on observation, the center did not have the required amount of light covers for the capacity of the classrooms. The center was observed to have ten sheets. The center will need to add approximately 30 sheets or similar covering.

**POI (Plan of Improvement)**

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

**Correction Deadline: 8/16/2017**

**Finding**

591-1-1-.30(1)(b)4 requires that a light cover be available for each child's use on a cot or mat and shall be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on observation, the center did not have the required amount of light covers for the capacity of the classrooms. The center was observed to have ten sheets. The center will need to add approximately 30 light covers.

**POI (Plan of Improvement)**

The Center will ensure that a light cover is available for each child and will meet the requirements for laundering.

**Correction Deadline: 8/16/2017**

**Staff Records**

**Records Reviewed: 3**

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

Staff # 1 Met

Date of Hire: 08/21/2017

Staff # 2 Met

Date of Hire: 08/21/2017

Staff # 3 Met

Date of Hire: 08/07/2017

**Staff Credentials Reviewed: 3**

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

Criminal Records Check complete

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**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Observed-50% Certified First Aid &amp; CPR

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on observation, the Director did not have verification that CPR and First Aid had been successfully completed.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 9/15/2017**

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

Lead staff education requirements

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

No children enrolled; proper ratios discussed

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

No children enrolled;proper supervision discussed

**Comment**

Supervision Plan