



**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: 9/5/2018 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 3:30 PM

CCLC-46843

Footprints to Scholars Learning Center

3754 Pleasantdale Road Doraville, GA 30340 DeKalb County
(470) 395-5145 footprintstoscholars@gmail.com

Regional Consultant

Chrische Walker

Phone: (770) 359-5166
Fax: (678) 891-5618
chrische.walker@dec.al.gov

Mailing Address
Same

Quality Rated: No

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.
09/05/2018	Licensing Study	Good Standing	
05/16/2018	Complaint Investigation Follow Up	Good Standing	
05/16/2018	Complaint Closure	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/1L	Infants and One Year Olds	1	3	C	12	C	NA	NA	Centers,Nap
Main	B/2L	Three Year Olds	2	17	C	30	C	NA	NA	Outside
Main	C - 2L - Right		0	0	C	14	C	NA	NA	Not In Use
Main	C/L Mid		0	0	C	20	C	NA	NA	Not In Use
Main	D/R Mid	Two Year Olds	2	17	C	21	C	NA	NA	Outside
Main	E/3R		0	0	C	21	C	NA	NA	Not In Use
Main	F/2R	PreK	2	20	C	22	C	NA	NA	Lunch,Transitioning
Main	G/1R		0	0	C	20	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 160						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 160			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A/Front	10	C
Main	PG B/Middle	22	C
Main	PG C/Back	111	C

Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from the previous visit on May 16, 2018. The consultant left a Lead Teacher Qualifications and a Documentation of Orientation resource.

The consultant discussed lesson plans and the upcoming changes to the background check requirements effective October 1, 2018.

Plan of Improvement: Developed This Date 09/05/2018

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).



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.

- 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

Marie Louine, Program Official

Date

Chrische Walker, Consultant

Date



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Findings Report

Date: 9/5/2018 **VisitType:** Licensing Study **Arrival:** 10:30 AM **Departure:** 3:30 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please remember to have current lesson plans that reflects appropriate instruction practices and activities in all of the classrooms. Please remember to have lesson plans visible for the consultants and the parents to observe near the classrooms.

Correction Deadline: 9/5/2018

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

Technical Assistance

Technical Assistance

591-1-1-.12 - Please be mindful to secure the television monitor in Classroom D.

Comment

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

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

N/A

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

Met

Comment

Records were observed to be complete and well organized. Great job!

Facility

591-1-1-.06 Bathrooms

Met

Comment

Please monitor bathrooms for necessary supplies.

Technical Assistance

591-1-1-.06(6) - The consultant discussed with the director to use the toilet paper rolls on the toilet paper dispensers in all children's bathrooms.

Correction Deadline: 9/5/2018

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)

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on the consultant's observation that a bottle of petroleum jelly and a tube of eczema cream was located in a lower cabinet drawer in Classroom A, in which it was accessible to the children. It was further determined that a tube of OFF sunscreen and a tube of children's lotion was located in two children's storage cubicles in Classroom D, in which it was accessible to the children.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 9/5/2018

Technical Assistance

591-1-1-.25(3) - The consultant discussed the hot and cold knobs on the third sink on the left side in Classroom B to not be in working condition. The consultant observed two other available sinks in the classroom for the children.

Correction Deadline: 9/5/2018

Comment

The consultant observed all electrical outlets to be safety approved at the facility on this date.

Correction Deadline: 9/5/2018

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

Not Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on the consultant's observation that the yellow climbing equipment in two separate areas was observed to be rusted on the back playground C. It was further determined that the yellow side of a step on the climbing equipment was observed to be cracked and peeling on the back playground C.

POI (Plan of Improvement)

Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 9/15/2018

Food Service

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

Met

Comment

Please ensure that bottles are covered in Classroom A.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized. The consultant discussed with the director to place thermometers near viewing sight of the the freezers.

Health and Hygiene

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

Met

Comment

Hand washing requirements for diapering in classroom A were discussed with the director on this date.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Not Met

Finding

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's Parent(s) immediately. It was determined based on a review of records that a child's medication, ephinephrine injection, exceeded two weeks without a physician's statement.

POI (Plan of Improvement)

The Center will train Staff on a system for tracking the use of medications and returning them to Parent(s).

Correction Deadline: 9/5/2018

Policies and Procedures

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that a tornado drill and a lockdown drill was not conducted and documented in June 2018.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 9/10/2018

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

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed the new online required reporting requirements.

Safety

591-1-1-.05 Animals **N/A**

Comment

Center does not keep animals on premises.

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

Comment

Please be mindful of voice tone in redirecting children.

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

Comment

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR) **Technical Assistance**

Technical Assistance

591-1-1-.36 - Please remember to add the children's transportation agreement forms with the transportation binder.

Comment

Complete documentation of transportation observed for vehicle with the tag number QBI9188.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

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

Records Reviewed: 9

Records with Missing/Incomplete Components: 3

Staff # 1 Met
Date of Hire: 07/01/2016

Staff # 2 Met
Date of Hire: 08/01/2014

Staff # 3 Met

Records Reviewed: 9

Records with Missing/Incomplete Components: 3

Date of Hire: 08/01/2018

Staff # 4

Not Met

Date of Hire: 02/09/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5

Not Met

Date of Hire: 08/08/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6

Met

Date of Hire: 04/25/2016

Staff # 7

Not Met

Date of Hire: 08/01/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Met

Date of Hire: 03/24/2017

Staff # 9

Met

Date of Hire: 04/27/2015

Staff Credentials Reviewed: 9

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

Met

Comment

Director provided two files for employees hired since last visit.

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

Met

Comment

Complete first aid kits observed in center and on vehicle. Great job!

591-1-1-.33 Staff Training

Not Met

Comment

Please ensure completed orientation checklists are documented and signed.

Comment

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

Technical Assistance

591-1-1-.33(5) - Please ensure that the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

Correction Deadline: 10/5/2018

Finding

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 a review of records that the one director and two staff members did not complete ten required training hours for the 2017 calendar year.

POI (Plan of Improvement)

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: 10/31/2018

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

Not Met

Finding

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on a review of records that one lead teacher did not have evidence of a credential or degree for a lead teacher requirements.

POI (Plan of Improvement)

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

Correction Deadline: 12/31/2018

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.