



**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: 8/23/2017 **VisitType:** Initial Licensing Study **Arrival:** 9:05 AM **Departure:** 1:00 PM

CCLC-47832

Happy Haven Day Care 2

30 Zellner Street Forsyth, GA 31029 Monroe County
(478) 994-2998 cdrett25@gmail.com

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

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jennifer.salies@decal.ga.gov

Mailing Address

Same

Compliance Zone Designation		
08/23/2017	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	Large Right		0	0	C	22	C	31	C	
Main	Left side	Infants and One Year Olds and Two Year Olds	3	14	C	19	C	NA	NA	Transitioning, Feeding
Main	Right Rear	Three Year Olds and Four Year Olds	2	15	C	19	C	NA	NA	Outside
Main	Small Right	Two Year Olds	1	6	C	8	C	11	C	Circle Time
Total Capacity @35 sq. ft.:			68			Total Capacity @25 sq. ft.: 80				

Total # Children this Date: 35 Total Capacity @35 sq. ft.: 68 Total Capacity @25 sq. ft.: 80

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main plgd	82	C

Comments

The program received permission to operate on this date.

Plan of Improvement: Developed This Date 08/23/2017

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. 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.decga.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.

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@decga.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://decga.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)

Cindy Shannon, Program Official

Date

Jennifer Salies, Consultant

Date



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Findings Report

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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

Observed-Variety Throughout Center.

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

N/A

Comment

No Swimming Activities Provided.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(c)-Address of Release Person Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(c)-Address of Release Person Missing	

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on Consultant's review of children files that two (2) of five (5) children were missing the address of the release person.

POI (Plan of Improvement)

Center have the parents fill out completely the applications to include the address of the release person.

Correction Deadline: 8/23/2017

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 based on Consultant's observation that the ventilation in the bathroom located adjacent to Classroom A was not functioning properly.

POI (Plan of Improvement)

The Center will repair the ventilation in the bathroom.

Correction Deadline: 9/22/2017

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

Licensed Capacity Routinely Met.

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

Observation-No Hazards Accessible.

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 Consultant's observation that the barrier around the A/C units was measuring two (2) feet nine (9) inches when four (4) feet is required. It was also observed that a hazard existed with gaps in the barrier measuring four and one half (4 1/2) to five and one half (5 1/2) inches, as well as bolts protruding more than two (2) threads around the gate of the fence.

POI (Plan of Improvement)

The Center will install a four (4) foot barrier around the A/C units and ensure the gaps are not greater than three and one half (3 1/2) inches wide. The center will also cut and smooth bolts down to two threads.

Correction Deadline: 8/31/2017

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 Consultant's observation that a hazard existed in that there were active black ants on the playground.

POI (Plan of Improvement)

The Center will contact the pest control to treat the ants. The center will also do a daily check to ensure there are no active ants on the playground.

Correction Deadline: 8/23/2017

Health and Hygiene

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

Met

Comment

Staff Stated Proper Knowledge.

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

Met

Comment

Observed-Proper Hand Washing Throughout.

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

Met

Comment

Discussed-Documentation/Procedures.

Safety

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

Met

Comment

Observed-Positive Learning Environment.

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

Met

Comment

No Routine Transportation Provided. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hour transportation training prior to transporting children.

Sleeping & Resting Equipment

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

Met

Comment

Discussed-SIDS/Infant Sleeping Position.

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 07/13/2015

Staff # 2

Met

Date of Hire: 07/05/2017

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 3 Date of Hire: 10/03/2005	Met
Staff # 4 Date of Hire: 11/11/2013	Met
Staff # 5 Date of Hire: 07/21/2017	Met
Staff # 6 Date of Hire: 04/06/2006	Met
Staff # 7 Date of Hire: 10/17/2016	Met
Staff # 8 Date of Hire: 08/23/2017	Met
Staff # 9 Date of Hire: 08/23/2017	Met

Staff Credentials Reviewed: 9

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

Comment

Criminal Records Check .

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

Comment

Lead staff education requirements.

Staffing and Supervision

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

Comment

Observed-Adequate Supervision.

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

Comment

A diapering supervision plan was created on this date due to the location of the diaper changing table in classroom A facing the wall.

A playground supervision plan was created on this date due to the shape of the playground.

A bathroom supervision plan was created on this date due to the bathrooms located in the hallway.