



**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:** 7/20/2018 **VisitType:** Monitoring Visit **Arrival:** 8:00 AM **Departure:** 10:20 AM

**CCLC-48046**

**Imagination Zone Childcare & Early Learning Center**

12710 Brown Bridge Road Covington, GA 30016 Newton County  
 (770) 786-8611 imaginationzoneclc@gmail.com

**Mailing Address**

3316A SOUTH COBB DRIVE, PMB #163  
 SMYRNA, GA 30080

**Regional Consultant**

Kati Cosby

Phone: (912) 544-8606  
 Fax: (912) 544-9425  
 kati.cosby@dec.al.ga.gov

**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.
07/20/2018	Monitoring Visit	Good Standing	
05/22/2018	POI Follow Up	Good Standing	
05/09/2018	Complaint Investigation Follow Up	Good Standing	
			<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.

**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	7	C	NA	NA	
Main	B: 2R	One Year Olds and Two Year Olds	1	8	C	11	C	NA	NA	Breakfast
Main	C: Middle	Three Year Olds and Four Year Olds	1	9	C	21	C	NA	NA	Breakfast, Free Play
Main	D: Left	Five Year Olds and Six Year Olds and Over	1	11	C	23	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 62			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 28			Total Capacity @35 sq. ft.: 62							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A Right	38	C
Main	PG B: Right Back	10	C
Main	PG C: Left Back	37	C

**Comments**

Plan of Improvement: Developed This Date 07/20/2018

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](http://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.

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



#### 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.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Ayanna Byrd, Program Official

Date

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Kati Cosby, Consultant

Date



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### Findings Report

**Date:** 7/20/2018 **VisitType:** Monitoring Visit **Arrival:** 8:00 AM **Departure:** 10:20 AM

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The following information is associated with a Monitoring Visit:

### 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.

### Facility

**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 observations, that in classroom 2R a child's diaper bag containing diaper rash cream was on the floor accessible to children. It was further determined, that in classroom C a teachers purse was on a low lying shelf and plungers were accessible to children in classroom C and D's bathroom.

**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: 7/20/2018**

**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 observations, that on the right playground and left back playground a green metal car and blue and purple metal car had chipping paint. It was further determined that on the left back and right playground the large white PVC pipe around the play structures was cracked and disconnected presenting 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: 7/20/2018**

**Food Service****Technical Assistance**

591-1-1-.15(1) - Consultant discussed the updated USDA guidelines with the Director on this date and provided information on menu requirements.

**Correction Deadline: 7/20/2018**

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Technical Assistance**

591-1-1-.15(4) - Consultant discussed with Director that all children should be strapped into when using the bucket seats in the table for feeding and other purposes

**Correction Deadline: 7/20/2018**

**Health and Hygiene****Comment**

Staff state proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Not Met****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 observations, that children in classroom 2R and Left did not wash hands after finishing breakfast.

**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: 7/20/2018**

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

Documentation for medication dispensing observed complete.

**Safety**

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

Age-appropriate discussion and/or redirection observed.

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**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(7)(a) requires that each vehicle contains current information including: the full names of all children to be transported, each child's pick-up location, pick-up time, delivery location, alternate delivery location if a Parent is not at home and name of person authorized to receive each child. In addition, the vehicle shall contain current information identifying the Center's name, telephone number and the name of the driver of the vehicle. It was determined, based on review of records, that the center did not maintain the transportation agreement in the folder that is kept on the vehicle during transportation for nine children.

**POI (Plan of Improvement)**

The Center will ensure that the Center's information and the children's information is included on each vehicle.

**Correction Deadline: 7/21/2018****Technical Assistance**

591-1-1-.36(7)(b) - Consultant discussed with the Director that the Center must maintain a copy of all children's Emergency Medical information when being transported by the Center.

**Correction Deadline: 7/21/2018****Sleeping & Resting Equipment**

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

591-1-1-.30(1)(a)3 - Consultant discussed with Director that all sheets in cribs must be tight fitting.

**Correction Deadline: 7/20/2018****Technical Assistance**

591-1-1-.30(1)(b)1 - Consultant discussed with Director that all mats must be of sound construction with no holes or exposed foam.

Correction Deadline: 7/20/2018

## Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/01/2017	
Staff # 2	Met
Date of Hire: 09/15/2017	
Staff # 3	Met
Date of Hire: 05/25/2018	
Staff # 4	Met
Date of Hire: 01/15/2018	
Staff # 5	Met
Date of Hire: 12/18/2017	
Staff # 6	Met
Date of Hire: 02/08/2018	
Staff # 7	Met
Date of Hire: 09/15/2017	
Staff # 8	Met
Date of Hire: 09/15/2017	

Staff Credentials Reviewed: 8

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

Correction Deadline: 5/22/2018

Corrected on 7/20/2018

.09(1)(d) - Previous citation was corrected in that all Criminal Records Checks were observed to be completed on this date.

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.

## Staffing and Supervision

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

### Comment

Center observed to maintain appropriate staff:child ratios.

**Comment**

Adequate supervision observed on this date.