



**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: 9/26/2018 **VisitType:** Licensing Study **Arrival:** 11:30 AM **Departure:** 3:35 PM

CCLC-48508

Little Kingdom Academy

2367 Chattanooga Valley Road Flintstone, GA 30725 Walker County
(706) 841-1300 littlekingdomacademy1@yahoo.com

Regional Consultant

Patty Malone

Phone: (912) 544-9991
Fax: (912) 544-9975
coty.cummings@dec.al.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.
09/26/2018	Licensing Study	Good Standing	
04/18/2018	Complaint Closure	Good Standing	
04/18/2018	Complaint Investigation & Initial Licensing Study	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	Infants	2	6	C	6	C	NA	NA	Floor Play, Feeding
Main	B- One Year	One Year Olds	2	16	C	16	C	NA	NA	Nap
Main	C- Two Year	One Year Olds and Two Year Olds and Three Year Olds	2	19	C	20	C	NA	NA	Nap
Main	D- Three Years	Three Year Olds	1	16	C	20	C	NA	NA	Nap
Main	E- Four Year (upstairs)	Four Year Olds	1	7	C	22	C	NA	NA	Nap
Main	F- 4+ years (upstairs)		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.: 106						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 64			Total Capacity @35 sq. ft.: 106			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infants	10	C
Main	B- Toddlers	12	C
Main	C- 3+ Years	96	C

Comments

The purpose of the visit was to conduct a licensing study and follow up for the previous visit.

Plan of Improvement: Developed This Date 09/26/2018

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/RulesAndRegulations.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

Tisha Moore, Program Official

Date

Patty Malone, 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

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Swimming activities provided off site.

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

Technical Assistance

Technical Assistance

591-1-1-.08 - The consultant discussed the documentation required on children's enrollment forms.

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) **Technical Assistance**

Technical Assistance

591-1-1-.25(12) - The consultant discussed the location of fans used at the center.

Correction Deadline: 9/27/2018

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

Comment

Playground observed to be clean and in good repair.

Food Service

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.

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

Comment

Staff stated proper hand washing practices.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Comment

The consultant observed documentation of the required emergency drills.

Correction Deadline: 10/1/2018

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

591-1-1-.30 - The consultant discussed the sheets used for sleeping mats.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 15**Records with Missing/Incomplete Components: 8**

Staff # 1

Not Met

Date of Hire: 03/15/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 03/27/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 3

Not Met

Date of Hire: 04/08/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Met

Date of Hire: 03/15/2018

Staff # 5

Met

Date of Hire: 07/05/2018

Staff # 6

Met

Date of Hire: 05/30/2018

Staff # 7

Met

Date of Hire: 04/18/2018

Staff # 8

Not Met

Records Reviewed: 15**Records with Missing/Incomplete Components: 8**

Date of Hire: 05/30/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 9

Met

Date of Hire: 08/01/2018

Staff # 10

Met

Date of Hire: 03/15/2018

Staff # 11

Not Met

Date of Hire: 03/03/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 12

Not Met

Date of Hire: 04/28/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 13

Met

Date of Hire: 04/18/2018

Staff # 14

Not Met

Date of Hire: 03/03/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 15

Not Met

Date of Hire: 04/18/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 15**591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records that the center had an employee hired on April 8, 2018, with no criminal record check on file at the center.

POI (Plan of Improvement)

The Center will register the employee using the correct reason code, submit an application to the department, and will have the employee submit to fingerprinting. The center will not allow the employee to be present at the center while children are present for care until receiving a satisfactory fingerprint determination letter from the department.

A 1-day letter was left at the center on this date.

Correction Deadline: 9/26/2018

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

Met

Comment

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

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that the center did not have documentation of the required health and safety training for seven staff that were hired more than ninety days.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 10/26/2018

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Staff observed to provide direct supervision and be attentive to children's needs.