



**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:** 6/6/2019    **VisitType:** Monitoring Visit    **Arrival:** 11:35 AM    **Departure:** 2:55 PM

**CCLC-48804**

**Kids' Galaxy of Lawrenceville**

154 Johnson Road Lawrenceville, GA 30046 Gwinnett County  
 (770) 995-9400 shefali.patt@gmail.com

**Regional Consultant**

Colleen Covey

Phone: (706) 256-7245

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colleen.covey@decals.ga.gov

**Mailing Address**

Same

**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.  <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.
06/06/2019	Monitoring Visit	Good Standing	
10/01/2018	Complaint Closure	Good Standing	
10/01/2018	Complaint Investigation Follow Up	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 100 & 200- 1st left	Infants and One Year Olds	2	13	C	26	C	NA	NA	Floor Play, Nap, Feeding
Main	B-300- 2nd left	Two Year Olds	2	14	C	28	C	NA	NA	Nap, Transitioning
Main	C400- 2's 1st right	Three Year Olds	1	13	C	25	C	NA	NA	Nap
Main	D500- 2nd right		0	0	C	22	C	NA	NA	
Main	E600-PreK 3rd right	Four Year Olds	2	12	C	23	C	NA	NA	Transitioning
Main	F650 PreK- 4th right		0	0	C	20	C	NA	NA	
Main	G700-Middle back right		0	0	C	18	C	NA	NA	
Main	H800-School age Back left	Six Year Olds and Over	1	7	C	25	C	NA	NA	Lunch
Main	I801-Back far left		0	0	C	25	C	NA	NA	
Total Capacity @35 sq. ft.: 212						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 212			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - 1L - Infant - Toddler	30	C
Main	Playground B - 1R - Preschool	18	C


Main	Playground C - Middle - Right - School - Age	32	C
Main	Playground D - Back- Middle - SA	75	C
Main	Playground E - Back - Lower Rear Right - SA	304	C

**Comments**

Follow up to the previous visit that was conducted on October 1, 2018 was completed on this date.

Plan of Improvement: Developed This Date 06/06/2019

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.al.ga.gov/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.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.

**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](mailto:qualityrated@dec.state.ga.us)

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Shefali Pattharwala, Program Official

Date

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Colleen Covey, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Not Met**

**Finding**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined by consultant's observation that in the four year old classroom 600, 3rd right room, an aquarium was not secured to the shelf.

**POI (Plan of Improvement)**

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability. The center was using velcro and will add more in order to secure the aquarium.

**Correction Deadline: 6/6/2019**

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

**N/A**

**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)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute under swings where children's feet have moved the surfacing.

## 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

Proper hand washing observed throughout the center.

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

Met

#### Comment

Documentation for medication dispensing observed complete.

## Safety

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

Met

#### Comment

Please be mindful of voice tone in redirecting children.

### 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)

Not Met

#### Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined by consultant's observation that an infant was asleep in a crib covered with a blanket, and another was asleep with a soft toy in the crib.

#### POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

**Correction Deadline: 6/6/2019**

## Staff Records

**Records Reviewed: 12**

**Records with Missing/Incomplete Components: 3**

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Staff # 1 Not Met

Date of Hire: 01/28/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2 Met

Date of Hire: 04/26/2019

Staff # 3 Met

Date of Hire: 04/09/2019

Staff # 4 Met

Date of Hire: 04/19/2019

Staff # 5 Not Met

Date of Hire: 01/25/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 6 Met

Date of Hire: 06/18/2018

Staff # 7 Met

Date of Hire: 06/14/2018

Staff # 8 Not Met

Date of Hire: 01/25/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 9 Met

Date of Hire: 01/15/2018

Staff # 10 Met

Date of Hire: 09/28/2018

Staff # 11 Met

Date of Hire: 01/15/2018

Staff # 12 Met

Date of Hire: 05/13/2019

**Staff Credentials Reviewed: 12**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Director provided seven files for employees hired since last visit on October 1, 2018. Twelve staff employed on this date were observed to have satisfactory criminal record checks on file.

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**591-1-1-.14 First Aid & CPR****Not Met****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 by a review of records that one staff member did not complete CPR and First Aid Training in the required time period.

**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: 7/6/2019**

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**591-1-1-.24 Personnel Records****Technical Assistance****Technical Assistance**

591-1-1-.24(1) - Staff records and 10 year history was discussed with the Director.

**Correction Deadline: 6/11/2019**

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**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 by a review of records that three staff members did not complete the health and safety training within the first ninety days of employment.

**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: 7/6/2019**

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**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.