



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: 1/30/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 11:40 AM **Departure:** 4:05 PM

CCLC-498

Little Tots Academy, Inc.

2650 McAfee Rd. Decatur, GA 30032 DeKalb County
 (404) 534-9969 littletotsac@yahoo.com

Regional Consultant

Laurel Benta

Phone: (770) 357-3279

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carrie.spangler@dec.al.gov

Mailing Address

2650 McAfee Road
 Decatur, GA 30032

Quality Rated: ★ ★

Compliance Zone Designation		
01/30/2019	Complaint Investigation & Monitoring Visit	Good Standing
10/12/2018	Monitoring Visit	Good Standing
07/30/2018	Monitoring Visit	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	A-1 st Right	Infants	2	7	C	18	C	NA	NA	Floor Play, Nap
Main	B -2nd Right	One Year Olds and Two Year Olds	2	12	C	19	C	NA	NA	Nap
Main	C-1-1 st left		0	0	C	18	C	25	C	
Main	C2- 2nd left	Four Year Olds	1	14	C	26	C	36	C	Nap
Main	D- Back leftLeft	Three Year Olds	1	9	C	19	C	27	C	Nap
Total Capacity @35 sq. ft.: 100						Total Capacity @25 sq. ft.: 125				
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 125				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The consultant spoke with the director on this date about CBC enforcement policy effective February 1, 2019.

Plan of Improvement: Developed This Date 01/30/2019

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.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

Lucy Andrews, Program Official

Date

Laurel Benta, Consultant

Date



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Findings Report

Date: 1/30/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 11:40 AM **Departure:** 4:05 PM

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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****Comment**

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

Finding

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined based on observation that center staff failed to use equipment in accordance with the manufacturer's instruction when an infant was in a bouncy seat unstrapped in the infant classroom.

POI (Plan of Improvement)

The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage.

Correction Deadline: 1/30/2019

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) **Not Met**

Comment

Please monitor the wear and tear at the top of the wooden gazebo.

Correction Deadline: 10/26/2018

Corrected on 1/30/2019

.26(4) - The previous citation was corrected on this date.

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 an observation that there was concrete exposed under the metal slide.

POI (Plan of Improvement)

The Center will add more resilient surfacing to cover the blocks.

Correction Deadline: 2/13/2019

Recited on 1/30/2019

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Correction Deadline: 11/9/2018

Corrected on 1/30/2019

.36(3)(a-b) - The previous citation was corrected on this date. The consultant observed transportation training certificate for staff members responsible for transportation.

Defer

591-1-1-.36(4)(a)- The consultant will review annual safety check on next regulatory visit.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 10/19/2018

Correction Deadline: 10/31/2018

Corrected on 1/30/2019

.36(4)(b) - The previous citation was corrected on this date.

Correction Deadline: 10/15/2018

Corrected on 1/30/2019

.36(7)(b) - The previous citation was corrected on this date.

Technical Assistance

591-1-1-.36(7)(b) - The consultant spoke with the director about ensuring that each child with a sibling group has a separate emergency medical form and transportation agreement form.

Correction Deadline: 1/31/2019

Sleeping & Resting Equipment

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

Not Met

Technical Assistance

591-1-1-.30(1)(a)3 - The consultant observed a staff member remove a loose fitting sheet from an empty crib and replaced it with a tight fitting sheet upon request. Please ensure all sheets are tight fitting.

Correction Deadline: 1/30/2019

Finding

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on observation that an infant was asleep on a pillow on the floor in the infant classroom.

POI (Plan of Improvement)

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

Correction Deadline: 1/30/2019

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/05/2016	
Staff # 2	Met
Date of Hire: 11/27/2018	
Staff # 3	Met
Date of Hire: 10/17/2016	
Staff # 4	Met
Date of Hire: 01/14/2019	
Staff # 5	Met
Date of Hire: 09/10/2018	
Staff # 6	Met

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Date of Hire: 04/28/1997

Staff # 7

Met

Date of Hire: 11/12/2018

Staff # 8

Met

Date of Hire: 12/19/2016

Staff # 9

Met

Date of Hire: 11/27/2018

Staff Credentials Reviewed: 9

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

Met

Comment

Criminal record checks were observed to be complete.

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

Adequate supervision observed on this date.