



**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: 4/1/2019 **VisitType:** Licensing Study **Arrival:** 10:45 AM **Departure:** 1:40 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

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carrie.spangler@decal.ga.gov

Mailing Address

2650 McAfee Road
Decatur, GA 30032

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.
04/01/2019	Licensing Study	Good Standing	
02/01/2019	Complaint Closure	Good Standing	
01/30/2019	Complaint Investigation & Monitoring Visit	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-1 st Right	Infants and One Year Olds	2	9	C	18	C	NA	NA	Feeding,Free Play,Nap
Main	B -2nd Right	One Year Olds and Two Year Olds	1	8	C	19	C	NA	NA	Free Play
Main	C-1-1 st left	Six Year Olds and Over	1	15	C	18	C	25	C	Transitioning,Lunch
Main	C2- 2nd left	Four Year Olds	1	14	C	26	C	36	C	Transitioning
Main	D- Back leftLeft	Three Year Olds and Four Year Olds	1	10	C	19	C	27	C	Nap
Total Capacity @35 sq. ft.: 100						Total Capacity @25 sq. ft.: 125				
Total # Children this Date: 56						Total Capacity @25 sq. ft.: 125				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The consultant discussed updating and expanding the center's emergency preparedness plan.

Plan of Improvement: Developed This Date 04/01/2019

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.decal.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@decal.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://decal.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.decal.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@decal.ga.gov

Lucy Andrews, Program Official

Date

Laurel Benta, Consultant

Date



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Findings Report

Date: 4/1/2019 **VisitType:** Licensing Study **Arrival:** 10:45 AM **Departure:** 1:40 PM

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The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.12 Equipment & Toys(CR)****Not Met**

Correction Deadline: 1/30/2019

Corrected on 4/1/2019

.12(1) - The previous citation was corrected on this date. The consultant observed infants to be strapped in play equipment.

Technical Assistance

591-1-1-.12(2) - Please monitor beginning tears on the yellow and green couch in the four-year-old classroom and the blue couch in the three-year-old classroom.

Correction Deadline: 4/1/2019

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that the stove back was detached with exposed nails accessible to children in the housekeeping area in the four-year-old classroom. It was further determined that the clear animal bin was cracked with jagged edges accessible to children in the four-year-old classroom.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are in good repair and free from hazardous conditions.

Correction Deadline: 4/1/2019

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**N/A****Comment**

Center does not provide swimming activities.

Children's Records

Child # 1 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 2 Met

Child # 3 Met

Child # 4 Met

Child # 5 Met

591-1-1-.08 Children's Records Met

Comment

Records were observed and discussed on this date.

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(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that two electrical outlets were uncovered in the three-year-old classroom and one electrical outlet was uncovered in the 1st left classroom accessible to children.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

Correction Deadline: 4/1/2019

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

Correction Deadline: 2/13/2019

Corrected on 4/1/2019

.26(9) - The previous citation was corrected on this date.

Health and Hygiene

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

Comment

Staff stated proper knowledge of diapering procedures.

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

Comment

Proper hand washing observed throughout the center.

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

N/A

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)

Not Met

Comment

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that one staff member responsible for transportation did not obtain the required transportation training.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training prior to transporting children.

Correction Deadline: 4/11/2019**Correction Deadline: 10/19/2018****Corrected on 4/1/2019****.36(4)(a) - The previous citation was corrected on this date.****Technical Assistance**

591-1-1-.36(4)(b) - Please repair the driver side review mirror so that it is fully attached and not easily shaken on the vehicle with the tag number BUR6953.

Correction Deadline: 4/2/2019**Correction Deadline: 7/30/2018****Corrected on 4/1/2019****.36(4)(c) - The previous citation was corrected on this date. The consultant observed working fire extinguishers on both vehicles.****Sleeping & Resting Equipment**

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

Met

Correction Deadline: 1/30/2019**Corrected on 4/1/2019****.30(2)(c) - The previous citation was corrected on this date.****Staff Records****Records Reviewed: 12****Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Records Reviewed: 12

Records with Missing/Incomplete Components: 1

Date of Hire: 08/05/2016

Staff # 2

Not Met

Date of Hire: 03/01/2019

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 3

Met

Date of Hire: 11/27/2018

Staff # 4

Met

Date of Hire: 10/17/2016

Staff # 5

Met

Date of Hire: 01/14/2019

Staff # 6

Met

Date of Hire: 09/10/2018

Staff # 7

Met

Date of Hire: 02/06/2019

Staff # 8

Met

Date of Hire: 04/28/1997

Staff # 9

Met

Date of Hire: 03/23/2019

Staff # 10

Met

Date of Hire: 02/20/2019

Staff # 11

Met

Date of Hire: 12/19/2016

Staff # 12

Met

Date of Hire: 11/27/2018

Staff Credentials Reviewed: 12

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

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.

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

Met

Comment

Adequate supervision observed on this date.