



**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:** 8/23/2019    **VisitType:** Monitoring Visit    **Arrival:** 10:40 AM    **Departure:** 1:00 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

Fax: (770) 357-3281

carrie.spangler@dec.al.ga.gov

**Mailing Address**

2650 McAfee Road  
 Decatur, GA 30032

**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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-----------------------------------|---------------|--|
| 08/23/2019                         | Monitoring Visit                  | Good Standing |  |
| 05/15/2019                         | Complaint Closure                 | Good Standing |  |
| 05/15/2019                         | 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-1 st Right     | Infants and One Year Olds | 2                               | 8        | C    | 18                              | C            | NA         | NA           | Nap   |
| Main                            | B -2nd Right     | Two Year Olds             | 2                               | 13       | C    | 19                              | C            | NA         | NA           | Nap   |
| Main                            | C-1-1 st left    | Four Year Olds            | 1                               | 9        | C    | 18                              | C            | 25         | C            | Lunch |
| Main                            | C2- 2nd left     |                           | 0                               | 0        | C    | 26                              | C            | 36         | C            | Lunch |
| Main                            | D- Back leftLeft | Three Year Olds           | 1                               | 8        | C    | 19                              | C            | 27         | C            | Nap   |
| Total Capacity @35 sq. ft.: 100 |                  |                           |                                 |          |      | Total Capacity @25 sq. ft.: 125 |              |            |              |       |
| Total # Children this Date: 38  |                  |                           | Total Capacity @35 sq. ft.: 100 |          |      | Total Capacity @25 sq. ft.: 125 |              |            |              |       |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
|----------|------------|----------------------|-----------------------|

**Comments**

Plan of Improvement: Developed This Date 08/23/2019

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

Lucy Andrews, Program Official

Date

Laurel Benta, Consultant

Date



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### Findings Report

**Date:** 8/23/2019 **VisitType:** Monitoring Visit **Arrival:** 10:40 AM **Departure:** 1:00 PM

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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

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

#### 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)

Not Met

#### Technical Assistance

591-1-1-.25(13) - Please ensure that all closets remain locked in the bathrooms.

#### Correction Deadline: 8/23/2019

#### Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the wall beneath the water fountain had peeling paint accessible to children in the 1st Left classroom.

#### POI (Plan of Improvement)

The center will repaint the wall area with lead-free paint. The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 8/23/2019**

**Correction Deadline: 5/15/2019**

**Corrected on 8/23/2019**

**.25(8) - The previous citation was corrected on this date. The outlets were covered on this date.**

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

**Comment**

Playground observed to be clean and in good repair.

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**Health and Hygiene**

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

**Comment**

Staff stated proper knowledge of diapering procedures.

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

**Comment**

Staff stated proper hand washing times.

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**591-1-1-.20 Medications(CR) N/A**

**Comment**

The Provider currently does not dispense/administer medication.

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**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) Met**

**Comment**

Complete documentation of transportation observed.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Not Met**

**Technical Assistance**

591-1-1-.30(1)(a) - The director and consultant discussed compliance of cribs on this date. The consultant observed unused cribs that were non-compliant. The director removed all non-compliant cribs from the building on this date.

**Correction Deadline: 9/2/2019**

## 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 based on observation that an infant was asleep in a crib with a pacifier clip attached to their clothing.

### POI (Plan of Improvement)

Staff will not allow items to be attached to children's clothing while sleeping or awake. 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: 8/23/2019**

## Staff Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

|                          |     |
|--------------------------|-----|
| Staff # 1                | Met |
| Date of Hire: 08/05/2019 |     |
| Staff # 2                | Met |
| Staff # 3                | Met |
| Staff # 4                | Met |
| Staff # 5                | Met |
| Date of Hire: 08/21/2019 |     |

**Staff Credentials Reviewed: 3**

**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

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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.

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**591-1-1-.32 Supervision(CR)****Met****Comment**

Adequate supervision observed on this date.