



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: 10/19/2020 **VisitType:** Licensing Study

Arrival: 10:30 AM

Departure: 2:00 PM

CCLC-50461

Cedars Preschool at Locust Grove

1217 Leguin Mill Rd Locust Grove, GA 30248 Henry County
 (770) 320-8220 jflores@cedarspreschool.com

Regional Consultant

April Brown

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april.brown@dec.al.ga.gov

Mailing Address

1217 Leguin Mill Road
 Locust Grove, GA 30248

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.
10/19/2020	Licensing Study	Good Standing	
01/27/2020	Complaint Investigation & Monitoring Visit	Good Standing	
01/27/2020	Complaint Closure	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-1R-6wks-12 mths	Infants and One Year Olds	3	10	C	14	C	NA	NA	Floor Play, Nap
Main	B/2R- 1's	One Year Olds	3	20	C	20	C	NA	NA	Nap
Main	C/3R- 3's	Three Year Olds	2	17	C	17	C	NA	NA	Nap
Main	D/4R- 3's	Three Year Olds and Four Year Olds	2	17	C	17	C	NA	NA	Lunch
Main	E/Middle - After School	Six Year Olds and Over	1	3	C	53	C	NA	NA	Homework
Main	F/1L- 2's	Two Year Olds	3	21	C	22	C	NA	NA	Nap
Main	G/2L - GA Pre-K	PreK	2	18	C	20	C	NA	NA	Lunch
Main	H/3L - GA Pre-K	PreK	2	18	C	20	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 160						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Health Department Limitations		
Total # Children this Date: 124			Total Capacity @35 sq. ft.: 160			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A/FL- 2's	17	C
Main	Playground B/BL- 3 and up	69	C
Main	Playground C/RR- 3 and up	96	C
Main	Playground D/FR- 6wks- 2's	12	C

Comments

An Administrative Review was conducted on October 19, 2020. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on October 21, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection. New BFTS rules beginning October 1, 2020 were emailed and discussed with the Director on this date.

Plan of Improvement: Developed This Date 10/19/2020

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.

- 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.al.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@dec.al.ga.gov

JENNIFER FLORES, Program Official

Date

April Brown, 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-.03 Activities

Met

Correction Deadline: 1/27/2020

Corrected on 10/19/2020

Correction of citation in that the director submitted a written plan for staff members to ensure individual attention is provided for children who are known to bite as well as for all children in care.

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

Met

Comment

A variety of equipment and toys were observed throughout the center on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

Pool not in use at this time. Gates were reported to be locked by the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

Parent authorizations obtained and completed on this date.

Comment

Records were observed to be complete and well organized on this date.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be met by the center on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

Center appears clean and well maintained on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

Playgrounds observed to be clean and in good repair on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines on this date.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Health and Hygiene

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

Met

Comment

Hand washing requirements for diapering were discussed with the Director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

Hand washing requirements due to COVID-19 were discussed with the Director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

Documentation for medication dispensing observed complete on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Policies and Procedures

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements with the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Safety

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises at this time, per the director. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)

N/A

Comment

Center does not participate in field trips at this time, per the director.

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

Not Met

Comment

Reminder of rule 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.

Correction Deadline: 10/29/2020

Correction Deadline: 2/1/2020

Corrected on 10/19/2020

Correction of citation in that the three vehicles used in transporting children were observed to be completed as required. Vehicle with license plate ending in QP0004 was completed on February 18, 2020. Vehicle with license plate ending in QP0005 was completed on February 14, 2020. Vehicle with license plate ending in QP0006 was completed on February 19, 2020.

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records, the driver or other designated person did not immediately document in writing with a check or other mark / symbol to account for each child that entered and exited the vehicle during routine afterschool transportation from New Hope Elementary School to Cedars Preschool at Locust Grove on October 5, 2020 as required.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 10/20/2020

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records, the first check was not immediately documented in writing after routine afterschool transportation from New Hope Elementary School to Cedars Preschool at Locust Grove on October 5, 2020 as required.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 10/20/2020

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records, the second check was not immediately documented in writing after routine afterschool transportation from New Hope Elementary School to Cedars Preschool at Locust Grove on October 5, 2020 as required.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 10/20/2020

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Staff Records

Records Reviewed: 32

Records with Missing/Incomplete Components: 0

Staff # 1 Met
Date of Hire: 10/09/2019

Staff # 2 Met
Date of Hire: 03/03/2019

Staff # 3 Date of Hire: 08/05/2020	Met
Staff # 4 Date of Hire: 12/04/2018	Met
Staff # 5 Date of Hire: 05/28/2019	Met
Staff # 6 Date of Hire: 08/27/2009	Met
Staff # 7 Date of Hire: 08/04/2020	Met
Staff # 8 Date of Hire: 08/16/2018	Met
Staff # 9 Date of Hire: 05/20/2020	Met
Staff # 10 Date of Hire: 01/04/2019	Met
Staff # 11 Date of Hire: 05/31/2019	Met
Staff # 12 Date of Hire: 03/05/2010	Met
Staff # 13 Date of Hire: 07/27/2015	Met
Staff # 14 Date of Hire: 12/13/2019	Met
Staff # 15 Date of Hire: 04/08/2019	Met
Staff # 16 Date of Hire: 10/13/2014	Met
Staff # 17 Date of Hire: 08/18/2020	Met

Staff # 18 Date of Hire: 04/22/2019	Met
Staff # 19 Date of Hire: 07/19/2017	Met
Staff # 20 Date of Hire: 09/09/2020	Met
Staff # 21 Date of Hire: 03/15/2010	Met
Staff # 22 Date of Hire: 07/10/2020	Met
Staff # 23 Date of Hire: 07/15/2020	Met
Staff # 24 Date of Hire: 09/02/2020	Met
Staff # 25 Date of Hire: 03/08/2010	Met
Staff # 26 Date of Hire: 12/28/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 27 Date of Hire: 12/01/2014	Met
Staff # 28 Date of Hire: 07/23/2019	Met
Staff # 29 Date of Hire: 06/11/2020	Met
Staff # 30 Date of Hire: 01/09/2020	Met
Staff # 31 Date of Hire: 05/02/2019	Met
Staff # 32 Date of Hire: 08/03/2020	Met

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

Comment

Criminal record checks were observed to be complete on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Director provided nine files for employees hired since last visit which was completed on January 27, 2020.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required annual staff training for 2019. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Met**

Comment

Center observed to maintain appropriate staff:child ratios on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Comment

Adequate supervision observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.