



**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:** 9/18/2019    **VisitType:** Initial Licensing Study    **Arrival:** 8:55 AM    **Departure:** 3:30 PM

**CCLC-51796**

**Princeton Academy 1**

730 Fairgate Road Marietta, GA 30064 Cobb County  
 (678) 213-4075 princetonacademyfairgate@gmail.com

**Mailing Address**  
 Same

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167  
 Fax: (678) 891-5630  
 neli.todorova@dec.al.gov

Joint with: Lisa Chandler

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
09/18/2019	Initial Licensing Study	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 - 1L-2's	Two Year Olds	1	8	C	14	C	NA	NA	Outside
Main	B - 2L-1's		0	0	C	16	C	NA	NA	
Main	C -3L- Infants & 1's	Infants	1	6	C	10	C	NA	NA	Floor Play,Nap
Main	D - 4's & Up	PreK	2	18	C	21	C	NA	NA	Outside
Main	E - Back R-4's &Up	PreK	2	20	C	20	C	NA	NA	Centers
Main	F -Front- 3's	Three Year Olds	1	8	C	23	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 104

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 60

Total Capacity @35 sq. ft.: 104

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - Back R - 3's	31	C
Main	Playground B - Back - 4 & Up	44	C
Main	Playground C - Left - Infants, 1's & 2'sr olds	13	C

**Comments**

Plan of Improvement: To Be Submitted

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/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.

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#### 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://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.

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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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Offiong Ajayi, Program Official

Date

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Lisa Chandler, Consultant

Date

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Neli Todorova, Consultant

Date



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**Findings Report**

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The following information is associated with a Initial Licensing Study:

**Activities and Equipment**

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

**Not Met**

**Comment**

Discussed adding equipment and toys to enhance variety.

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**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 based on observation that the following equipment was not secured:

- \* Laptops and computer monitors in both Pre-K classroom and D
- \* Puppet stand in room C- Pre-K 2

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**Correction Deadline: 9/18/2019**

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

**Met**

**Comment**

On this date, the Center Director/Administrator stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

**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**

**Technical Assistance**

**Technical Assistance**

591-1-1-.08 - Please ensure that all Infants have a signed Safe Sleep Policy in their file.

**Facility**

**591-1-1-.06 Bathrooms**

**Not Met**

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that all bathrooms had half doors. Additionally, it was determined that the exhaust vents in the bathrooms of room A were not operating.

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**Correction Deadline: 10/18/2019**

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

**Met**

**Comment**

Discussed 25 square feet rule.

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were accessible to the children:

- \* PeriGuard oitment, scissors and lip balm in children's bags accessible to the children in room A-2's
- \* Shaving cream, adult scissors and teacher supplies in an unlocked cabinet in room F-3's.
- \* A plunger with used washcloths were stored in the bathroom of room B
- \* Office supplies, cords and unsecured computer monitor was present in the foyer of the center
- \* Cords and office equipment was stored in the hallway to room F

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**Correction Deadline: 9/18/2019**

**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:

- \* Modular mat storage in room F was coming apart
- \* Broken cabinet door on a play sink in room F
- \* Blue storage filing unit in room D-Pre K 2 was missing two hinges and there was rust on the metal parts.
- \* The exhaust vent in the bathroom of room B were not operating as they were not pulling the air in.
- \* The green vent on the left wall in room A had dust accumulated on it
- \* The exhaust vents in all bathrooms and diapering rooms had dust accumulated on them.

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**Correction Deadline: 10/31/2019**

**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 in room D- pre K 2-there was a surge protector with unused and uncovered openings

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**Correction Deadline: 9/18/2019**

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

**Not Met**

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation:

- \* There was a five inch gap on the gate between Playground B and C when no more than three and a half is allowed.
  - \* There was rust on the fence between playground B and C.
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**Correction Deadline: 10/31/2019**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation:

- \* There was green matter growing on the yellow slide on playground A
  - \* There was rust and peeling paint on the basketball on Playground B
  - \* The protective cover on the metal steps for the slide on Playground B was broken and pieces were missing
  - \* There was a tear repaired with epoxy on the yellow slide on Playground B .
  - \* There were exposed sharp edges of concrete on the sidewalks of all playgrounds, on the basketball court and the base of the basketball
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**Correction Deadline: 10/31/2019**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the fall zone at the base of the yellow slide on Playground A measured at five feet and six inches when at least six feet is required.

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**Correction Deadline: 10/31/2019**

**Food Service**

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

**Met**

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:  
DECAL  
<http://decal.ga.gov/CACFP/Handbook.aspx>  
USDA  
<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**591-1-1-.18 Kitchen Operations**

**Not Met**

**Finding**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the refrigerator in room C was measuring at 50 degrees when no more than 40 is required.

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**Correction Deadline: 10/7/2019**

**Health and Hygiene**



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

**Not Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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**Finding**

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open. It was determined based on observation that the exhaust in room C-Infants was not operating.

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**Correction Deadline: 10/2/2019**

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

**Not Met**

**Finding**

591-1-1-.17(6) requires garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers. Trash and garbage shall be removed from the building daily or as often as necessary to maintain the premises in a clean condition. It was determined based on observation that the garbage containers on playground A and in rooms D, E and F did not have a cover. Organic waste was observed in all containers.

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**Correction Deadline: 9/18/2019**

**Technical Assistance**

591-1-1-.17(7) - Please ensure that children wash hands as required.

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**Correction Deadline: 9/18/2019**

**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that one staff in room A was cleaning children's noses and simultaneously giving a group of two year old children their sippy cups.

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**Correction Deadline: 9/18/2019**

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

**Not Met**

**Technical Assistance**

591-1-1-.20(3) - The provider reported no medication since the new ownership took place. Consultant observed that the forms that the previous owner was using were incomplete and not filled out correctly. Consultant discussed requirements with the Director and left a copy of the Department Approved forms.

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**Correction Deadline: 9/18/2019**

**Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation that a container with Polymyxin B was stored in a child's bag in room E. The medication was not used by a child. The Director removed the medication while consultant was there.

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**Correction Deadline: 9/18/2019**

**591-1-1-.21 Operational Policies & Procedures**

**Not Met**

**Finding**

591-1-1-.21(1)(p) requires the Center to have a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the Center; to have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions and shall include assurance that no Center Personnel will impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals. It was determined based on review of documents that the Emergency Plans were not updated with the new ownership.

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**Correction Deadline: 9/23/2019**

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation that there was no documentation of Fire Drill since June, 2019 and there was no documentation of Tornado and Lockdown drills for 2019.

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**Correction Deadline: 9/30/2019**

**Safety**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.11(2) - Please ensure that staff uses appropriate discipline practices.

**Correction Deadline: 9/18/2019**

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

**Met**

**Comment**

Center does not participate in field trips at this time.

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

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**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that three of six children did not have the child's doctor, any special needs and conditions and current prescribed medications listed.

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**Correction Deadline: 9/19/2019**

**Finding**

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on observation that a transportation route was completed and there was no transportation checklist completed.

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**Correction Deadline: 9/19/2019**

**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 observation that a transportation route was completed and there was no first check documented.

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**Correction Deadline: 9/19/2019**

**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 review of records that there was no second check documented for transportation from Fair Oaks Elementary and Dunleith Elementary on 9/16 and 9/17/2019.

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**Correction Deadline: 9/18/2019**

**Sleeping & Resting Equipment**

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

**Comment**

On this date, Consultant observed six of six cribs that will be used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. Consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director and Owner, prior to the visit and on this date. Further, Consultant observed the correct number of cots, sheets and covers, and discussed cot disinfecting requirements with Center Director/Owner on this date.

**Staff Records**

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 1**

Staff # 1 Date of Hire: 07/08/2018	Met
Staff # 2 Date of Hire: 08/19/2019	Met
Staff # 3 Date of Hire: 03/05/2018	Met
Staff # 4 Date of Hire: 10/22/2015	Met
Staff # 5 Date of Hire: 08/02/2019	Met
Staff # 6 Date of Hire: 07/17/2019	Met
Staff # 7 Date of Hire: 09/16/2019 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 8 Date of Hire: 03/15/2019	Met

**Staff Credentials Reviewed: 2**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that one staff hired on September 16, 2019 had a comprehensive background check with portability that expired November 27, 2018.

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**Correction Deadline: 9/18/2019**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of documents that one staff hired on September 16, 2019 had a Satisfactory Comprehensive Background check determination with portability that expired November 21, 2018.

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**Correction Deadline: 9/18/2019**

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

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

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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)** **Not Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that a group of two year old children were mixed with a group of three year old children during nap time.

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**Correction Deadline: 9/18/2019**

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

**Not Met**

**Comment**

A supervision plan was created on this date. For Playground A due to the shape, for room F due to the shape and for bathroom use from rooms D,E,F.

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**Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that one staff in room F was in the bathroom helping a child, while two children were in the classroom with no supervision and two children were in front of the bathrooms with no supervision.

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**Correction Deadline: 9/18/2019**