



**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: 11/2/2017 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:00 PM

CCLC-799

Kids Haven - Salem Circle

141 Salem Circle Covington, GA 30016 Newton County
(770) 784-9752 donterrell@bellsouth.net

Regional Consultant

Jacquelyn Sims

Phone: (770) 357-7072

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jacquelyn.sims@decal.ga.gov

Mailing Address

Same

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.
11/02/2017	Monitoring Visit	Good Standing	
08/30/2017	Complaint Closure	Good Standing	
07/25/2017	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	1st Left	Infants	1	3	C	8	C	NA	NA	Floor Play
Main	1st Rt	Three Year Olds and Four Year Olds	2	18	C	35	C	NA	NA	Centers
Main	2nd Left	One Year Olds	1	3	C	20	C	NA	NA	Free Play
Main	2nd Rt A/S Room		0	0	C	24	C	NA	NA	Not In Use
Main	3rd Left	Two Year Olds	2	13	C	26	C	NA	NA	Music
Main	3rd Rt Pre-K	PreK	2	18	C	24	C	NA	NA	Centers
Main	4 Left Pre-K	PreK	2	17	C	24	C	NA	NA	Centers
Main	I Gym		0	0	C	49	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 210						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 72			Total Capacity @35 sq. ft.: 210			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

Comments

The purpose of this visit was to conduct a monitoring visit.

Plan of Improvement: No Plan Developed

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Don Terrell, Program Official

Date

Jacquelyn Sims, Consultant

Date



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Findings Report

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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

Observed-Variety Throughout Center

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

Comment

No Swimming Activities Provided

Facility

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

Comment

Licensed Capacity Routinely Met

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

Comment

Reminder-Keep Hazards Inaccessible

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

Comment

Consultant observed the director and maintenance to be working on the outside play area. This included adding resilient surfacing material in all required areas and maintaining equipment and toys.

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Comment

Observed-Proper Hand Washing Throughout

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

Comment

Director stated that the center does not currently dispense medications.

Safety

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

Comment

Observed-Positive Learning Environment

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

Comment

Observed complete documentation for a trip taken to Stevie B's on October 11, 2017.

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

Comment

Observed complete documentation for the weeks of October 16, 2017 and October 23, 2017.

Sleeping & Resting Equipment

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

Comment

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 10/21/2013	
Staff # 2	Met
Date of Hire: 07/22/2016	
Staff # 3	Met
Date of Hire: 12/01/2014	
Staff # 4	Met
Date of Hire: 01/05/2004	
Staff # 5	Met
Date of Hire: 07/18/2017	
Staff # 6	Met
Date of Hire: 03/20/1996	

Staff # 7 Date of Hire: 02/03/1994	Met
Staff # 8 Date of Hire: 09/19/2016	Met
Staff # 9 Date of Hire: 09/01/1991	Met
Staff # 10 Date of Hire: 10/27/2017	Met
Staff # 11	Met
Staff # 12 Date of Hire: 01/23/2006	Met
Staff # 13	Met
Staff # 14 Date of Hire: 05/11/2016	Met
Staff # 15 Date of Hire: 04/24/2006	Met
Staff # 16 Date of Hire: 07/18/2016	Met
Staff # 17	Met
Staff # 18 Date of Hire: 08/31/2017	Met
Staff # 19 Date of Hire: 04/11/2007	Met
Staff # 20	Met
Staff # 21 Date of Hire: 01/03/2012	Met
Staff # 22 Date of Hire: 09/23/1997	Met
Staff # 23 Date of Hire: 10/18/1999	Met

Records Reviewed: 25

Records with Missing/Incomplete Components: 0

Staff # 24

Met

Date of Hire: 03/26/2001

Staff # 25

Met

Staff Credentials Reviewed: 25

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Director provided files for five employees hired since the last visit.

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

Met

Comment

Lead staff education requirements

Staffing and Supervision

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

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Direct Supervision/Attentive Staff