



**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

**Cover Sheet**

**Date:** 5/27/2021 **VisitType:** Monitoring Visit

**Arrival:** 9:00 AM

**Departure:** 10:15 AM

**CCLC-34994**

**Rollins Child Development Center**

676 Henderson Dr. Cartersville, GA 30120 Bartow County  
(678) 535-5200 mhenry@rollinscdc.com

**Regional Consultant**

Chasity Baugh

Phone: (770) 357-1717

Fax: (770) 357-1720

chasity.baugh@dec.al.gov

**Mailing Address**

Same

**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. |
|------------------------------------|------------------|---------------|--|
| 05/27/2021                         | Monitoring Visit | Good Standing |  |
| 11/09/2020                         | Licensing Study  | Good Standing |  |
| 10/22/2019                         | Licensing Study  | 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                            | 108 A |  | 0                               | 0        | C    | 8                             | C            | NA         | NA           |                          |
| Main                            | 110 B | Infants and One Year Olds                            | 3                               | 6        | C    | 12                            | C            | NA         | NA           | Floor Play, Feeding, Nap |
| Main                            | 115 C | One Year Olds and Two Year Olds                      | 2                               | 4        | C    | 12                            | C            | NA         | NA           | Outside, Snack           |
| Main                            | 119 D | Two Year Olds and Three Year Olds                    | 2                               | 6        | C    | 10                            | C            | NA         | NA           | Snack                    |
| Main                            | 122 E | Three Year Olds                                      | 2                               | 8        | C    | 10                            | C            | NA         | NA           | Outside, Snack           |
| Main                            | 125 K | Two Year Olds and Three Year Olds and Four Year Olds | 2                               | 10       | C    | 12                            | C            | NA         | NA           | Centers                  |
| Main                            | 130 F |  | 0                               | 0        | C    | 9                             | C            | NA         | NA           |                          |
| Main                            | 134 J |  | 0                               | 0        | C    | 12                            | C            | NA         | NA           |                          |
| Main                            | 136 G |  | 0                               | 0        | C    | 9                             | C            | NA         | NA           |                          |
| Main                            | 141 H |  | 0                               | 0        | C    | 14                            | C            | NA         | NA           |                          |
| Main                            | 145 I | Five Year Olds and Six Year Olds and Over            | 2                               | 9        | C    | 14                            | C            | NA         | NA           | Centers                  |
| Total Capacity @35 sq. ft.: 122 |       |  |                                 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |                          |
| Total # Children this Date: 43  |       |  | Total Capacity @35 sq. ft.: 122 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |                          |

| Building | Playground      | Playground Occupancy | Playground Compliance |
|----------|-----------------|----------------------|-----------------------|
| Main     | 1st Left Infant | 16                   | C                     |

|      |                  |    |   |
|------|------------------|----|---|
| Main | 2nd Left Toddler | 7  | C |
| Main | Rear Preschool   | 48 | C |
| Main | Rear Toddler     | 26 | C |

**Comments**


Background checks were all reviewed on May 27, 2021. A virtual inspection was conducted on May 27, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Additionally, Consultant discussed Rule changes that took effect on October 1, 2020 and emailed the Provider handouts with Frequently Asked Questions and related resources.

Consultant e-mailed the provider a copy of the COVID-19 Guidance for Georgia Childcare Facilities, Interim Guidance as of May 1, 2021.



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).



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

**Important New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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](mailto:qualityrated@decal.ga.gov)

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.al.ga.gov](mailto: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.

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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)

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Melissa Henry, Program Official

Date

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Chasity Baugh, 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**

A variety of equipment and toys were observed throughout the center.

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

Met

**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)**

Met

**Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

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

Met

**Comment**

Playground observed to be clean and in good repair.

#### Food Service

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

Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

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**Staff Records**

|  |     |
|--|-----|
| Staff # 1<br>Date of Hire: 02/08/2019  | Met |
| Staff # 2<br>Date of Hire: 02/03/2013  | Met |
| Staff # 3<br>Date of Hire: 12/07/2012  | Met |
| Staff # 4                              | Met |
| Staff # 5<br>Date of Hire: 09/21/2016  | Met |
| Staff # 6<br>Date of Hire: 10/13/2016  | Met |
| Staff # 7<br>Date of Hire: 05/13/2013  | Met |
| Staff # 8<br>Date of Hire: 09/30/2019  | Met |
| Staff # 9<br>Date of Hire: 12/03/2012  | Met |
| Staff # 10                             | Met |
| Staff # 11<br>Date of Hire: 06/19/2017 | Met |
| Staff # 12<br>Date of Hire: 02/27/2018 | Met |
| Staff # 13<br>Date of Hire: 08/07/2012 | Met |
| Staff # 14<br>Date of Hire: 07/02/2018 | Met |
| Staff # 15<br>Date of Hire: 10/23/2017 | Met |
| Staff # 16<br>Date of Hire: 03/27/2017 | Met |

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|                          |     |
|--------------------------|-----|
| Staff # 17               | Met |
| Staff # 18               | Met |
| Date of Hire: 09/01/2011 |     |
| Staff # 19               | Met |
| Date of Hire: 07/31/2017 |     |
| Staff # 20               | Met |
| Date of Hire: 04/01/2014 |     |
| Staff # 21               | Met |
| Date of Hire: 04/22/2014 |     |
| Staff # 22               | Met |
| Staff # 23               | Met |
| Date of Hire: 06/06/2017 |     |
| Staff # 24               | Met |
| Date of Hire: 03/22/2013 |     |
| Staff # 25               | Met |
| Staff # 26               | Met |
| Date of Hire: 10/14/2019 |     |
| Staff # 27               | Met |
| Date of Hire: 09/09/2016 |     |
| Staff # 28               | Met |
| Date of Hire: 07/01/2019 |     |
| Staff # 29               | Met |
| Date of Hire: 07/30/2018 |     |
| Staff # 30               | Met |
| Date of Hire: 08/07/2012 |     |
| Staff # 31               | Met |
| Staff # 32               | Met |
| Date of Hire: 06/06/2017 |     |
| Staff # 33               | Met |
| Date of Hire: 09/21/2013 |     |

**Records Reviewed: 35**

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

Staff # 34

Met

Date of Hire: 02/14/2013

Staff # 35

Met

Date of Hire: 04/29/2017

**Staff Credentials Reviewed: 23**

**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**

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 May 1, 2020.

**Staffing and Supervision**

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.