



**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:** 3/8/2022      **VisitType:** Licensing Study      **Arrival:** 10:50 AM      **Departure:** 12:20 PM

**CCLC-35615**

**Childcare Network #231**

1395 Flat Shoals Rd. Conyers, GA 30013 Rockdale County  
 (770) 922-1903 cni231@childcarenetwork.com

**Regional Consultant**

LaTanya Barber-Swift

Phone: (470) 346-1054

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**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. |
|------------------------------------|----------------------------------|---------------|--|
| 03/08/2022                         | Licensing Study                  | Good Standing |  |
| 08/17/2021                         | Complaint Investigation by Phone | Good Standing |  |
| 07/15/2021                         | Monitoring Visit                 | 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                           | 1 Rt GA PK (B)     | GA PreK                   | 2     | 17       | C                               | 20         | C                             | NA         | NA           | Circle Time, Transitioning |
| Main                           | 1L Inf- 1 Year     | Infants and One Year Olds | 2     | 5        | C                               | 16         | C                             | NA         | NA           | Floor Play                 |
| Main                           | 2L 1 Year          | Two Year Olds             | 3     | 17       | C                               | 23         | C                             | NA         | NA           | Story                      |
| Main                           | Back Left 2 years  | One Year Olds             | 3     | 8        | C                               | 16         | C                             | NA         | NA           | Free Play                  |
| Main                           | Far Back Rt (C)    |                           | 0     | 0        | C                               | 31         | C                             | NA         | NA           | Not In Use                 |
| Main                           | Middle Left 3 yrs  | Three Year Olds           | 2     | 15       | C                               | 20         | C                             | NA         | NA           | Circle Time, Transitioning |
| Main                           | Middle Rt GA PK(A) | GA PreK                   | 2     | 17       | C                               | 21         | C                             | NA         | NA           | Transitioning, Circle Time |
|                                |                    |                           |       |          | Total Capacity @35 sq. ft.: 147 |            | Total Capacity @25 sq. ft.: 0 |            |              |                            |
| Total # Children this Date: 79 |                    |                           |       |          | Total Capacity @35 sq. ft.: 147 |            | Total Capacity @25 sq. ft.: 0 |            |              |                            |

| Building | Playground                | Playground Occupancy | Playground Compliance |
|----------|---------------------------|----------------------|-----------------------|
| Main     | Far Left Back Playground  | 64                   | C                     |
| Main     | Far Left Front Playground | 42                   | C                     |
| Main     | Left Playground           | 32                   | C                     |

### Comments

An in person visit was conducted on March 8, 2022. An Administrative Review was conducted on March 18, 2022. Staff files, children's files, training, and background checks were all reviewed.

Plan of Improvement: Developed This Date 03/08/2022

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/RuleAndRegulations.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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

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Marjorie Nicely, Program Official

Date

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LaTanya Barber-Swift, Consultant

Date



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### Findings Report

**Date:** 3/8/2022 **VisitType:** Licensing Study **Arrival:** 10:50 AM **Departure:** 12:20 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - The Consultant discussed with the Director to ensure that a current lesson plan was in classroom Middle Left 3 yrs.

**Correction Deadline: 3/8/2022**

**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)**

**N/A**

**Comment**

Pool not in use at this time, gates observed locked.

### Facility

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.06(7) - The Consultant discussed with the Director to ensure that the bathroom in classroom Far Back Rt (C) was cleaned daily.

**Correction Deadline: 3/8/2022**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

**Finding**

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on observation that there were missing and cracked floor tiles in classroom Far Back Rt (C) which could pose a potential tripping hazard.. It was further determined based on observation that the floor covering was loose in the bathrooms in classroom Far Back Rt (C) which could pose a potential tripping hazard.

**POI (Plan of Improvement)**

Floors will be maintained to be safe and sanitary.

**Correction Deadline: 4/7/2022**

**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 dead roaches were present on the bathroom floor in classroom Far Back Rt (C) which could pose a hazard to the children.

**POI (Plan of Improvement)**

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: 3/8/2022**

**Recited on 3/8/2022**

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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 that the fence pole was disconnected from the fence on the Far Left Back Playground that had an opening that was approximately 24 inches which could pose a hazard to the children. It was further determined based on observation that the fence height extension was disconnected from the fence on the right side of the Left Playground which could pose a hazard to the children.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 3/22/2022**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were sharp edges of concrete on the Far Left Back Playground and the Left Playground which could pose a potential tripping hazard. It was further determined based on observation that there was a hole in the ground on the Far Left Back Playground that measured approximately 24 inches wide and approximately 12 inches deep which could pose a potential tripping hazard. It was even further determined based on observation that the wooden barrier beneath the PVC pipes on the Far Left Back Playground was disconnected from the foundation which could pose a hazard to the children.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 4/7/2022**

|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

**Comment**

591-1-1-.15(2) - 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.

**Correction Deadline: 3/8/2022**

**Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of the children files that the infant feeding plans were not provided for all of the enrolled infants.

**POI (Plan of Improvement)**

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

**Correction Deadline: 3/22/2022**

**Comment**

591-1-1-.15(7) - 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.

**Correction Deadline: 3/8/2022**

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

Staff state proper knowledge of diapering procedures.

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

Please ensure lids remain on trash containing organic waste.

**Comment**

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

**Safety****591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

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

**591-1-1-.13 Field Trips(CR)****N/A****Comment**

Center does not participate in field trips at this time.

**591-1-1-.36 Transportation(CR)****Not Met****Finding**

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. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of staff files that the Director did not have the two (2) hours of state-approved or state-accepted transportation training as required. It was further determined based on a review of staff files that staff #1, staff #8, and staff #21, did not have evidence of biannually two (2) hours of state-approved or state-accepted transportation training as required.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 3/29/2022****Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position.

**Staff Records****Records Reviewed: 22****Records with Missing/Incomplete Components: 6**

Staff # 1

Not Met

Date of Hire: 02/25/2021

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 2

Met

Date of Hire: 07/21/2014

Staff # 3

Met

Date of Hire: 01/26/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4

Met

Date of Hire: 07/21/2014

Staff # 5

Met

Date of Hire: 12/14/2021

|   |   |
|---|---|
| Staff # 6   | Met   |
| Date of Hire: 12/31/2012  |   |
| Staff # 7   | Met   |
| Date of Hire: 09/01/2020  |   |
| Staff # 8   | Not Met   |
| Date of Hire: 08/22/2017  |   |
| <u>"Missing/Incomplete Components"</u>  |   |
| .33(5)-10 Hrs. Annual Training,.36(3)(a-b)-2 hrs. Transportation Training missing |   |
| Staff # 9   | Not Met   |
| Date of Hire: 12/10/2021  |   |
| <u>"Missing/Incomplete Components"</u>  |   |
| .33(3)-Health & Safety Certificate  |   |
| Staff # 10  | Met   |
| Date of Hire: 06/11/2021  |   |
| Staff # 11  | Not Met   |
| <u>"Missing/Incomplete Components"</u>  |   |
| .24(1)-Evidence of Orientation Missing  |   |
| Staff # 12  | Met   |
| Date of Hire: 03/04/2022  | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 13  | Not Met   |
| Date of Hire: 10/24/2018  |   |
| <u>"Missing/Incomplete Components"</u>  |   |
| .36(3)(a-b)-2 hrs. Transportation Training missing                                |   |
| Staff # 14  | Met   |
| Date of Hire: 01/13/2020  |   |
| Staff # 15  | Met   |
| Date of Hire: 01/12/2022  | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 16  | Met   |
| Date of Hire: 01/28/2019  |   |
| Staff # 17  | Met   |
| Date of Hire: 02/11/2016  |   |



|   |   |
|---|---|
| Staff # 18  | Met   |
| Date of Hire: 08/02/2016  |   |
| Staff # 19  | Met   |
| Date of Hire: 10/31/2018  |   |
| Staff # 20  | Met   |
| Date of Hire: 09/10/2021  |   |
| Staff # 21  | Not Met   |
| Date of Hire: 05/08/2018  |   |
| <u>"Missing/Incomplete Components"</u>  |   |
| .33(5)-10 Hrs. Annual Training,.36(3)(a-b)-2 hrs. Transportation Training missing |   |
| Staff # 22  | Met   |
| Date of Hire: 01/18/2022  | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |

**Staff Credentials Reviewed: 13**


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|   |            |
|---|------------|
| <b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b> | <b>Met</b> |
|---|------------|

**Comment**

Criminal record checks were observed to be complete.

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|                                      |            |
|--------------------------------------|------------|
| <b>591-1-1-.24 Personnel Records</b> | <b>Met</b> |
|--------------------------------------|------------|

**Comment**

591-1-1-.24(1) - The Consultant discussed with the Director to ensure that evidence of required orientation was on file for staff #11.

**Correction Deadline: 3/13/2022**


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|                                   |                |
|-----------------------------------|----------------|
| <b>591-1-1-.33 Staff Training</b> | <b>Not Met</b> |
|-----------------------------------|----------------|

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of staff files that staff #9 hired on December 10, 2021, did not complete the health and safety orientation training within the first 90 days of employment.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 4/7/2022****Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of staff files that staff #8 and staff #21, did not complete the annual ten (10) clock hours of training for 2021.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 4/7/2022**

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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)****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.