



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: 4/23/2025 **VisitType:** Licensing Study

Arrival: 9:30 AM **Departure:** 1:45 PM

CCLC-51398

Guiding Lights Early Learning Center, LLC.

13 St John Circle Newnan, GA 30265 Coweta County
(770) 573-3003 danielledixon@guidinglightselc.com

Lead Consultant

Neli Todorova

Phone: (770) 359-5167

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Joint with: Kara Williams

Mailing Address

Same

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>			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.
04/23/2025	Licensing Study	Good Standing	
08/21/2024	Monitoring Visit	Good Standing	
01/24/2024	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	A 108	One Year Olds and Two Year Olds	2	10	C	13	C	NA	NA	Outside
Main	D 105		0	0	C	22	C	NA	NA	Not In Use
Main	E 104	Infants	0	0	C	13	C	NA	NA	Not In Use
Main	F 102	Two Year Olds and Three Year Olds	2	16	C	18	C	NA	NA	Free Play
Main	G 101	Three Year Olds	1	12	C	17	C	NA	NA	Transitioning, Outside
Total Capacity @35 sq. ft.: 83					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 38					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	C Preschool	47	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
1	8	13	15	3	0	27

Comments

The purpose of the visit is to follow up on previous visit.

Plan of Improvement: Developed This Date

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

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 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)

Important Quality Rated/CAPS Update:

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

Date: 4/23/2025 **VisitType:** Licensing Study

Arrival: 9:30 AM **Departure:** 1:45 PM

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Joint with: Kara Williams

Mailing Address

Same

The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 11

Records with Missing/Incomplete Components: 5

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

Comment

Center does not provide swimming activities.

Children's Records**Records Reviewed: 11****Records with Missing/Incomplete Components: 5**

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete and well organized.

Facility**Records Reviewed: 11****Records with Missing/Incomplete Components: 5**

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6 Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

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) Not Met

Comment

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

Finding

591-1-1-.25(17) requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. It was determined based on observation that there were vines with and without thorns growing through all the back and right side metal fencing.

POI (Plan of Improvement)

The harmful item will be removed.

Correction Deadline: 5/7/2025

Recited on 4/23/2025

Correction Deadline: 8/28/2024

Corrected on 4/23/2025

.25(3) - Previous citation was corrected as all repairs were done and there was nothing broken or not operating.

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 and measurements that:

- * The fence on the right and back side of measured approximately 44 inches when at least 48 were required.
- * There was a five inch gap at the bottom of the fence on the left side that was presenting an entrapment hazard.
- * There was a six inch gap at the bottom of the back gate when no more than three and a half inches were allowed.
- * The fence on the left side was not secured adequately and was wobbling. The top pole on the same fence was disconnected.

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: 5/7/2025

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 and measurements that there was approximately three inches of mulch in the fall zones of the regular swings when at least six inches were required.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 5/3/2025

Correction Deadline: 8/28/2024

Corrected on 4/23/2025

.26(9) - Previous citation was corrected as the bolts accessible to the children were covered and the other hazards were removed.

Technical Assistance

591-1-1-.26(9) - Discussed that the exposed roots by the swings need to be spray painted.

Correction Deadline: 4/23/2025

Food Service

Records Reviewed: 11

Records with Missing/Incomplete Components: 5

Staff # 3 Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6 Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

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

Please ensure that infant feeding forms are updated regularly.

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

Kitchen appears clean and well organized.

Health and Hygiene**Records Reviewed: 11****Records with Missing/Incomplete Components: 5**

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

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

Staff state proper knowledge of diapering procedures.

Technical Assistance

591-1-1-.10(4) - Discussed that the diaper pad in room 108 needed to be replaced.

Correction Deadline: 4/23/2025**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

591-1-1-.17(7) - Discussed that staff and children need to wash hands as required.

Correction Deadline: 4/23/2025**591-1-1-.20 Medications(CR)****N/A**

Comment

The Provider currently does not dispense/administer medication.

Organization**Records Reviewed: 11****Records with Missing/Incomplete Components: 5**

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

591-1-1-.16 Governing Body & License**Technical Assistance****Technical Assistance**

591-1-1-.16(f) - - The program has three playgrounds that are fenced. Only two were utilized. The license shows only one playground licensed for 47 children. Discussed that an Amendment needs to be submitted to measure the outdoor space.

Correction Deadline: 4/23/2025**Policies and Procedures****Records Reviewed: 11****Records with Missing/Incomplete Components: 5**

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6 Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

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

Met

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Safety

Staff # 3 Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6 Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

591-1-1-.05 Animals

N/A

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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)

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records**Records Reviewed: 11****Records with Missing/Incomplete Components: 5**

Staff # 3 Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6 Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7 Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****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 records that Staff # 4, with date of hire December 3, 2019 had a Satisfactory Comprehensive Background Check that expired on November 26, 2014. Staff was observed to care for children in room A 108 on the day of the visit. Additionally, Staff # 7 with date of hire December 3, 2019 had a Satisfactory Comprehensive Background Check that expired on December 2, 2024. Staff was observed to prepare and serve meals on the day of the visit.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Correction Deadline: 4/23/2025

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of records that Staff # 4, with date of hire December 3, 2019 had a Satisfactory Comprehensive Background Check that expired on November 26, 2014. Staff was observed to care for children in room A 108 on the day of the visit. Additionally, Staff # 7 with date of hire December 3, 2019 had a Satisfactory Comprehensive Background Check that expired on December 2, 2024. Staff was observed to prepare and serve meals on the day of the visit. There were no new applications submitted for staff.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

Correction Deadline: 4/23/2025

591-1-1-.14 First Aid & CPR**Technical Assistance****Technical Assistance**

591-1-1-.14(1) - Discussed that at least 50 % of staff needs to have current CPR/First Aid training at all times.

Correction Deadline: 5/23/2025

591-1-1-.31 Staff(CR)**Technical Assistance****Comment**

Staff observed to be compliant with applicable laws and regulations.

Technical Assistance

591-1-1-.31(2)(b)2. - Discussed that each room needs to have a credentialed Lead Teacher as defined in the rules or written Professional Learning plan on file.

Correction Deadline: 4/23/2025

Staffing and Supervision

Records Reviewed: 11**Records with Missing/Incomplete Components: 5**

Staff # 3

Not Met

Date of Hire: 05/23/2024

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6

Not Met

Date of Hire: 11/25/2023

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 7

Not Met

Date of Hire: 12/03/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 05/24/2022

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Correction Deadline: 8/21/2024

Corrected on 4/23/2025

.32(7) - Previous citation was corrected as adequate supervision was observed.