



**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:** 11/16/2023 **VisitType:** Licensing Study

**Arrival:** 9:30 AM

**Departure:** 1:00 PM

**CCLC-57160**

**L.I.T. Academy LLC**

1066 Honey Creek Rd SE Conyers, GA 30013 Rockdale County  
 (404) 862-0995 1stladycrthomas@gmail.com

**Regional Consultant**

Kajora McCoy

Phone: (678) 239-9361

Fax:

kajora.mccoy@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

| <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. |
|------------------------------------|-------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11/16/2023                         | Licensing Study         | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 04/04/2023                         | Monitoring Visit        | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12/07/2022                         | Initial 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 Building                  | A - 1st Left    | One Year Olds and Two Year Olds   | 1     | 14       | NC                            | 12         | NC           | NA                                                      | NA           | Transitioning |
| Main Building                  | B - 2nd Left    | Two Year Olds and Three Year Olds | 2     | 10       | C                             | 10         | C            | NA                                                      | NA           | Centers       |
| Main Building                  | C - Back Center | Six Year Olds and Over            | 1     | 3        | C                             | 17         | C            | NA                                                      | NA           | Free Play     |
| Main Building                  | D - 2nd Right   | Infants and One Year Olds         | 1     | 5        | C                             | 10         | C            | NA                                                      | NA           | Floor Play    |
| Main Building                  | E-1st Right     | Four Year Olds                    | 1     | 8        | C                             | 11         | C            | NA                                                      | NA           | Centers       |
| Main Building                  | Fellowship Hall |                                   | 0     | 0        | C                             | 56         | C            | NA                                                      | NA           |               |
|                                |                 | Total Capacity @35 sq. ft.: 72    |       |          | Total Capacity @25 sq. ft.: 0 |            |              | Building @35 capacity limited by Playground Limitations |              |               |
| Total # Children this Date: 40 |                 | Total Capacity @35 sq. ft.: 72    |       |          | Total Capacity @25 sq. ft.: 0 |            |              |                                                         |              |               |

| Building      | Playground | Playground Occupancy | Playground Compliance |
|---------------|------------|----------------------|-----------------------|
| Main Building | Playground | 24                   | C                     |

**Comments**

Consultant conducted an onsite licensing study on November 16, 2023.

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.al.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](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)



#### 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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Constance Thomas, Program Official

Date

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Kajora McCoy, Regional Consultant

Date



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(Findings Report)

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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) - Please ensure that lesson plans are up to date and posted.

Correction Deadline: 11/16/2023

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

Technical Assistance

Comment

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

Comment

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

Technical Assistance

591-1-1-.12(1) - Please ensure that toys with batteries are in working order.

Correction Deadline: 11/16/2023

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-DOB Missing,.08(1)-Emergency Contact information Missing

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

**591-1-1-.08 Children's Records****Technical Assistance****Technical Assistance**

591-1-1-.08(1) - Please ensure that children's files contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program.

**Correction Deadline: 11/16/2023**

**Facility****591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

**591-1-1-.19 License Capacity(CR)****Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that there were sixteen children in classroom A when the licensed capacity required twelve.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 11/16/2023**

**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****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 potential hazards existed:

A - 1st Left:

- There was a pack of wipes on the bathroom toilet.
- There was a bucket that contained gloves and two packs of wipes on the portable sink.

E - 1st Right:

- There was a staff bag on the back table near a storage shelf.
- There was a bottle of hand sanitizer on the shelf near the door.

Back Center:

- There was a container of disinfectant wipes on a shelf.
- There was a container of hand sanitizer on a shelf.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 11/16/2023**

**Technical Assistance**

591-1-1-.25(7) - Please ensure that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas.

**Correction Deadline: 11/16/2023**

**Technical Assistance**

591-1-1-.25(8) - Please ensure that electrical outlets are covered when not in use.

**Correction Deadline: 11/16/2023**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Technical Assistance**

591-1-1-.26(4) - Please ensure that the length of exposed bolts do not exceed two threads.

**Correction Deadline: 11/16/2023**

**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 there was no resilient surfacing on Playground B.

**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: 11/26/2023**

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**Food Service**

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

Center menu meets USDA guidelines.

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

Please ensure that all food items are stored in airtight containers.

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**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)****Not Met****Comment**

Proper diapering procedures observed.

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that there were porous straps attached to the diaper changing table in classroom D - 2nd Right.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 11/16/2023**

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**591-1-1-.17 Hygiene(CR)****Technical Assistance****Comment**

Please ensure lids remain on trash containing organic waste.

**Technical Assistance**

591-1-1-.17(8) - Please ensure that staff wash hands when entering into a classroom.

**Correction Deadline: 11/16/2023**

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

Program was provided with an updated copy of the emergency drill form.

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**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

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**Safety**

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

Center does not keep animals on premises.

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

Center does not participate in field trips at this time.

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

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

**Comment**

Complete documentation of transportation observed.

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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.

**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.

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|----------------------|
| <b>Staff Records</b> |
|----------------------|

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**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 a review of records that staff #17 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required by the department.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review determination letters periodically to 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 as 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 review CBC requirements to ensure the CRC rules are maintained.

**Correction Deadline: 11/16/2023****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 a review of records that staff #17 did not have 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 as required by the department.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review determination letters 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. 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 review CBC requirements to ensure the CRC rules are maintained.

**Correction Deadline: 11/16/2023**

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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal records checks were observed to be complete.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.



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**591-1-1-.33 Staff Training****Met****Comment**

Please ensure completed orientation checklists are documented and signed.

**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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**591-1-1-.31 Staff(CR)****Met****Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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|---------------------------------|
| <b>Staffing and Supervision</b> |
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Not Met****Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that upon the consultants entry to classroom A - 1st Left, the staff:child ratio was 1:14 when there were three one-year-old children and eleven two-year-old children and required a ratio of 2:14.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 11/16/2023**

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**591-1-1-.32 Supervision(CR)****Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that there were three school-age children were briefly left unsupervised in the Back Center classroom.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 11/16/2023**