



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: 1/6/2025 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:45 AM **Departure:** 6:00 PM

CCLC-56596

A Step Above Preparatory South

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Regional Consultant

Shameka Dozier

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Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/06/2025	Complaint Investigation & Licensing Study	Support	
01/06/2025	Complaint Closure	Support	
10/01/2024	Incident Investigation by Phone	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	AL-Infant		0	0	C	10	C	NA	NA	
Main	Back F-Private Pre-K	Four Year Olds and Six Year Olds and Over	1	4	C	16	C	NA	NA	Free Play
Main	BL-One and Two	Two Year Olds	1	11	NC	21	C	NA	NA	Free Play
Main	CL-Three year old	Four Year Olds	1	18	C	18	C	NA	NA	Free Play
Main	DL-Four year old		0	0	C	11	C	NA	NA	
Main	EL-Afterschool		0	0	C	63	C	NA	NA	
Main	HR-One year Old	One Year Olds and Five Year Olds	1	9	C	12	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 151			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 42			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Afterschool	55	C
Main	Infant	13	C
Main	Toddler	7	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	11	16	12	0	0	16

Comments

The purpose of this visit was to conduct a complaint investigation / licensing study visit and to follow up from previous visit. A one day letter and affidavit video was left and reviewed with the director on this visit date.

Plan of Improvement: To Be Submitted 01/21/2025

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 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@dec.al.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

Date: 1/6/2025 **VisitType:** Complaint Investigation & Licensing **Arrival:** 10:45 AM **Departure:** 6:00 PM
Study

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined based on observation that classroom BL did not follow a daily schedule of planned activities as children were observed laying on cots, throwing blocks, running around the class, standing on equipment, and banging on the walls with plastic bowling pins.

Correction Deadline: 1/6/2025

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that classrooms BL and CL did not have an updated lesson plan posted. Consultant observed that both lesson plans were dated for June 24, 2024.

Correction Deadline: 1/7/2025

Recited on 1/6/2025

Finding

591-1-1-.03(5)(a-k) requires the Center to provide a variety of activities that allow for: indoor and outdoor play; quiet and active periods; free choice and directed activities; individual and group activities; large and small muscle activities; language experiences; arts and crafts; dramatic play; music and movement; and nature and science. It was determined based on observation that a variety of activities such as arts and crafts; dramatic play materials; music and movement; nature/ science, and manipulates in classroom CL were not present as the shelves were empty besides one shelf located at the back door that had a few blocks.

Correction Deadline: 1/17/2025

Recited on 1/6/2025

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

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that classroom CL had two sets of ten chairs that were stacked high. The chairs were taller than the children, accessible, and was not secure.

Correction Deadline: 1/6/2025

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Enrollment forms were discussed with the director on this date.

Correction Deadline: 1/6/2025

Facility

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

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

Please monitor bathrooms for necessary supplies.

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****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 two aerosol disinfectant spray cans were stored in the corner and on the edge of the counter in classroom BL and were accessible. Consultant also observed disinfectant wipes and hand sanitizer that were accessible on the left cubby shelf in classroom CL.

Correction Deadline: 1/6/2025

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 classrooms HR and Back F had blinds that were torn.

Correction Deadline: 1/6/2025

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 black gate that connects the playground had fence metal wires on the bottom middle of the gate that were not connected to the pole and were torn. It was also observed that the black gates surrounding both of the air conditioning units had torn fence metal wires on the top right side.

Correction Deadline: 1/17/2025

Recited on 1/6/2025

Food Service

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.15 Food Service & Nutrition

Not Met

Finding

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that no menu was posted for December 2024 and January 2025. Consultant observed a posted food menu for the month of November 2024.

Correction Deadline: 1/6/2025

591-1-1-.18 Kitchen Operations

Technical Assistance

Technical Assistance

591-1-1-.18(7) - Refrigerator was discussed with the director on this date.

Correction Deadline: 1/6/2025

Health and Hygiene

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

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

Met

Comment

Hand washing requirements for diapering were discussed with the director on this date.

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

Not Met

Finding

591-1-1-.17(6) requires garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers. Trash and garbage shall be removed from the building daily or as often as necessary to maintain the premises in a clean condition. It was determined based on observation that the trash can in classroom BL was filled with trash and did not have a lid to cover the trash can.

Correction Deadline: 1/7/2025

Recited on 1/6/2025

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

N/A

Comment

Per the director, the facility does not currently dispense/administer medication.

Safety

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

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)

N/A

Comment

per the director, the center does not provide routine transportation.

Sleeping & Resting Equipment

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Met****Finding**

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row. It was determined based on observation that the cots in classroom BL did not have the minimum of twelve inches (12") between each piece of sleeping or resting equipment. Consultant observed three children laying/ sleeping on mats that were close together with no spacing between them.

Correction Deadline: 1/6/2025**Recited on 1/6/2025****Staff Records**

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

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 review of records that staff #5 with a hire date of 01/06/2025 was observed supervising children in classrooms, preparing food, and did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

Correction Deadline: 1/6/2025**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 #5 with a hire date of 01/06/2025 was observed supervising children in classrooms, preparing food, and did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while children were present.

591-1-1-.14 First Aid & CPR

Met

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of records that there was no personnel file for staff #9 and #10.

Correction Deadline: 1/11/2025

591-1-1-.33 Staff Training

Not Met

Technical Assistance

591-1-1-.33(1) - Employee orientation was discussed with the director on this date.

Correction Deadline: 1/6/2025

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 review of records that staff #7 had zero of ten annual hours for the year 2024.

Correction Deadline: 2/5/2025

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

Not Met

Finding

591-1-1-.31(5)(h) requires the Center to ensure that Provisional Employees are supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. It was determined based on observation that there was no Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination assigned to supervise staff. It was determined based on observation that staff #10 who is listed as an ABA therapist was observed supervising three school aged children in classroom Back F.

Correction Deadline: 1/6/2025

Staffing and Supervision

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 5

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 02/12/2022

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.24(1)-No Record

Staff # 10

Not Met

Date of Hire: 07/01/2024

"Missing/Incomplete Components"

.24(1)-No Record

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that one five-year-old was housed with eight one-year-olds in classroom HR.

Correction Deadline: 1/6/2025

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 in classroom BL, a child ran out of the classroom into the hallway for one minute and the teacher was unaware.

Correction Deadline: 1/6/2025

Recited on 1/6/2025