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: 10/29/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:25 AM

CCLC-53079

First Step Learning Academy

1213 North Liberty Street Waynesboro, GA 30830 Burke County
(706) 535-4251 kpressley@augustaga.gov

Regional Consultant

Kaycee Purvis

Phone: (770) 357-4915
Fax: (404) 478-8085
kaycee.purvis@decal.ga.gov

Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
10/29/2021	Licensing Study	Good Standing
06/17/2021	Complaint Closure	Good Standing
06/16/2021	Complaint Investigation & Monitoring Visit	Good Standing

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.

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- (1L) 1's & 2's	One Year Olds	1	2	C	12	C	NA	NA	Free Play
Main	B- (2L) 4wks- 18 mths	Infants	1	2	C	6	C	NA	NA	Floor Play,Free Play
Main	C-(2R) 3 yrs	Three Year Olds	1	4	C	14	C	NA	NA	Free Play,Centers
Main	D- (1R) 4 yr-12yrs		0	0	C	19	C	NA	NA	
		Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Insufficient Toilets/Sinks		
Total # Children this Date: 8		Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - 4 wks - 12 years	44	C

Comments
An in person visit was not conducted due to the COVID 19 pandemic.

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

QUALITY RATED CHILD CARE

CAPS CHILDCARE AND PARENT SERVICES

Important New Deadlines:

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

Get started today! Sign up by completing a short online application: https://qualityrated.decal.ga.gov/
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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), e-mail the following information to CCSRefutations@decal.ga.gov.

1) Facility name, license number and visit date
2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

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)

Patricia Pressley, Program Official Date

Kaycee Purvis, Consultant Date

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

Findings Report

Date: 10/29/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:25 AM

CCLC-53079

First Step Learning Academy

1213 North Liberty Street Waynesboro, GA 30830 Burke County
(706) 535-4251 kpressley@augustaga.gov

Mailing Address
Same

Regional Consultant
Kaycee Purvis
Phone: (770) 357-4915
Fax: (404) 478-8085
kaycee.purvis@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

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

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

Comment
Center does not provide swimming activities.

Facility

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

Comment
Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment
No hazards observed accessible to children on this date.

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

Comment
Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition **Technical Assistance**

Technical Assistance
591-1-1-.15(2) - The Consultant and Director discussed infant feeding plans.

Correction Deadline: 10/29/2021

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
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.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Technical Assistance
591-1-1-.21(1)(p) - The Consultant and Director discussed ensuring that the program completed the emergency preparedness plan and kept a copy on site.

Correction Deadline: 11/3/2021

Finding
591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that center staff failed to conduct tornado drills and other emergency drills every six months as required.

POI (Plan of Improvement)
The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 11/3/2021

Safety

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

Comment
Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR) **N/A**

Comment
Center does not provide routine transportation.

Sleeping & Resting Equipment

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

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: 10	Records with Missing/Incomplete Components: 0
Staff # 1	Met
Staff # 2 Date of Hire: 10/27/2021	Met Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6 Date of Hire: 11/06/2020	Met
Staff # 7 Date of Hire: 11/06/2020	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met

Staff Credentials Reviewed: 1

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment
Criminal record checks were observed to be complete.

591-1-1-.33 Staff Training **Not Met**

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 records that staff #6 and staff #8 did not have evidence of health and safety orientation training on this date.

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: 11/28/2021

Finding
591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that Staff #6 and Staff #8 did not obtain four hour nutrition training as required.

POI (Plan of Improvement)
The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 11/28/2021

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

Comment
Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Correction Deadline: 6/16/2021

Corrected on 10/29/2021
.32(4) - Correction of previous citation in that the Consultant observed children under three years old housed in separate physical areas from older children as required.

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

Correction Deadline: 6/16/2021

Corrected on 10/29/2021
.32(7) - Correction of previous citation in that the Consultant observed adequate supervision during a virtual visit on this date.