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: 11/17/2022 **VisitType:** Complaint Investigation Follow Up **Arrival:** 2:00 PM **Departure:** 3:30 PM

CCLC-38853

Head of the Class Early Learning Center

7305 Covington Hwy. Lithonia, GA 30058 DeKalb County
(770) 482-7744 headoftheclasslithonia@gmail.com

Regional Consultant

Beverly Pollard

Phone: (770) 357-7002
Fax: (770) 357-7001
beverly.pollard@decal.ga.gov

Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
11/17/2022	Complaint Investigation Follow Up	Good Standing
10/07/2022	Licensing Study	Good Standing
06/23/2022	Complaint Investigation by Phone	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
Building 2	E/Left		0	0	C	15	C	21	C	Not In Use
Building 2	F/Right		0	0	C	24	C	33	C	Not In Use
		Total Capacity @35 sq. ft.: 39			Total Capacity @25 sq. ft.: 87					
Main	A/R side/1R	Three Year Olds	2	9	C	6	NC	NA	NA	Snack
Main	B/R side/2R		0	0	C	11	C	NA	NA	Not In Use
Main	C/L Side/1R	Infants and One Year Olds	1	4	C	7	C	NA	NA	Snack
Main	D/L side/1L	Two Year Olds	1	5	C	9	C	NA	NA	Snack
		Total Capacity @35 sq. ft.: 33			Total Capacity @25 sq. ft.: 87					
Total # Children this Date: 18		Total Capacity @35 sq. ft.: 72			Total Capacity @25 sq. ft.: 87					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG/A/Upper	40	C
Main	PG/B/Concrete	9	C
Main	PG/C/Lower	22	C

Comments
The investigation remains open on this date, pending additional information. Upon completion the finding will be reviewed with the provider and a final copy of the report will be sent.

The purpose of this visit was to follow up to the previous visit conducted on October 7, 2022.

Plan of Improvement: Developed This Date 11/15/2022

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.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)

QUALITY RATED CHILD CARE

CAPS CHILDCARE AND PARENT SERVICES

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 a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal assistance is available!**

Alexandria Murphy, Program Official Date

Beverly Pollard, Consultant Date

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(Findings Report)

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The following information is associated with a Complaint Investigation Follow Up:

Facility

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

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.19(1) - Licensed capacity was maintained on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Not Met**

Correction Deadline: 10/21/2022

Corrected on 11/17/2022
.25(11) - The flooring in the classrooms was replaced.

Finding
591-1-1-.25(12) requires heating and cooling equipment to be protected to prevent children from touching it. Fans, space heaters, etc. shall be positioned or installed so as to be inaccessible to the children.

It was determined based on observation that the air conditioner unit on the playground was accessible to children.

POI (Plan of Improvement)
The Center will re-position or re-install equipment, as needed, and will make all such equipment inaccessible to children.

Correction Deadline: 11/17/2022

Recited on 11/17/2022

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

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.26(4) - The gap in the fence was repaired.

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 the resilient surfacing under the yellow slide on playground PG/A/Upper measured approximately three inches. Six inches of resilient surfacing was 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: 11/17/2022

Recited on 11/17/2022

Policies and Procedures

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

Correction Deadline: 10/12/2022

Corrected on 11/17/2022
.21(3) - Fire/tornado drill documentation was observed on this date.

Safety

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

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.11(2) - Positive staff/child interaction was observed on this date.

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

Correction Deadline: 10/21/2022

Corrected on 11/17/2022
.36(4)(b) - Corrections were observed on this date.

Correction Deadline: 10/10/2022

Corrected on 11/17/2022
.36(4)(c) - The fire extinguisher was replaced.

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.36(7)(c)2. - Transportation checklists were observed to be complete on this date.

Sleeping & Resting Equipment

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

Correction Deadline: 10/21/2022

Corrected on 11/17/2022
.30(1)(a)3 - Crib sheets were observed to be replaced.

Staff Records

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

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.09(1)(a) - The criminal records check was completed prior to the staff person returning to the facility.

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.09(1)(c) - The criminal records check was completed prior to the staff person returning to the facility.

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

Defer
591-1-1-.31(2)(c)- Staff credentials will be evaluated at the next licensing visit.

POI (Plan of Improvement)
The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

Correction Deadline: 10/21/2022

Staffing and Supervision

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

Correction Deadline: 10/7/2022

Corrected on 11/17/2022
.32(7) - Adequate supervision was observed on this date.