



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: 9/3/2025 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:20 AM **Departure:** 1:30 PM

CCLC-63438

My Little School

3607 Gentian Boulevard Columbus, GA 31907 Muscogee County
(678) 501-5573 info@mylittleschoolga.com

Regional Consultant

Penny Svenson

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penny.svenson@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
09/03/2025	Complaint Investigation & Licensing Study	Good Standing	
06/13/2025	Complaint Investigation & Monitoring Visit	Good Standing	
07/11/2024	ILS with Final License Date	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	Room A	Three Year Olds	1	12	C	22	C	NA	NA	Centers
Main Building	Room B	One Year Olds	1	8	C	12	C	NA	NA	Free Play
Main Building	Room C	Infants	1	2	C	17	C	NA	NA	Transitioning, Free Play
Main Building	Room D		0	0	C	15	C	NA	NA	
Total Capacity @35 sq. ft.: 66					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 22					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main Building	Main Playground	29	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
4	4	6	11	0	0	0

Comments

September 3, 2025--Technical Assistance was provided for rule changes on this date.

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.decgal.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:

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



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Summary Report

Date: 9/3/2025 **VisitType:** Complaint Investigation & Licensing **Arrival:** 9:20 AM **Departure:** 1:30 PM
Study

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The following information is associated with a CI/LS:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

591-1-1-.03(3) - Lesson Plans were observed to be posted and reflected the current weeks activities in each classroom.

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

Technical Assistance

Technical Assistance

The Consultant discussed with the Director to ensure equipment was cleaned so that dirt and debris was not present.

Correction Deadline: 9/3/2025

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

Met

Comment

591-1-1-.35 - Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Name of Release Person Missing,.08(3)-Address of Release Person Missing,.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Emergency Contact information Missing

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall 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. It was determined based on a review of records that one out of five children's files did not have the required information as listed in the above rule.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 9/3/2025

	Facility
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591-1-1-.06 Bathrooms

Met

Comment

591-1-1-.06 - Bathrooms observed to be clean and well maintained.

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

Met

Comment

591-1-1-.19 - Licensed capacity observed to be routinely met by center on this date.

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

Not Met

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 mouse droppings were observed on the far right top corner shelf in Room B. Further, baseboards and doors were observed to have stains and dirt present.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 9/3/2025

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

Not Met

Correction Deadline: 6/16/2025

Prior Visits: 06/13/2025

Corrected on 9/3/2025

The previous citation was observed corrected on this date. The fence was observed to be repaired and no gaps were present.

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the wood pile-on's that lined the bottom of the fence were splintered. Further, there were ants present along the pile-on's along the front left bottom of the fence.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 9/3/2025

	Food Service
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Finding

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on a review of records that mini corn dogs were observed on the menu for the current week.

POI (Plan of Improvement)

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

Correction Deadline: 9/3/2025**Prior Visits: 06/13/2025****591-1-1-.18 Kitchen Operations****Met****Comment**

591-1-1-.18 - Please ensure that all food items are stored in airtight containers.

Health and Hygiene**591-1-1-.07 Children's Health****Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that two infants had a pacifier clip attached to their clothing during the visit.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 9/3/2025**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

591-1-1-.10 - 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(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on staff statements that infants hands were washed sometimes after their diaper was changed and not after each diaper change.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 9/3/2025**591-1-1-.20 Medications(CR)****Met****Comment**

591-1-1-.20 - The Provider currently does not dispense/administer medication.

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

Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Correction Deadline: 9/8/2025

Finding

591-1-1-.21(2) requires the Center to have written documentation signed by the Parents in each child's file that the Director or designee has: provided to the Parent(s) a copy of the Center's policies and procedures required by this rule; advised the Parent(s) of the safe sleep practices followed by the Center; advised the Parent(s) of the child's progress, issues relating to the child's care and individual practices concerning the child's special needs; and encouraged participation by Parent(s) in Center activities. It was determined based on a review of records that safe sleep documentation was not signed by the Parents.

POI (Plan of Improvement)

The Center will complete each of these actions as part of the enrollment process and will train anyone designated to enroll children to follow these procedures.

Correction Deadline: 9/8/2025

Technical Assistance

Discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at:

<https://www.dec.state.ga.us/CCS/Regulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

Correction Deadline: 9/8/2025

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

591-1-1-.27 - Please make sure that all required signs are posted and up to date.

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

591-1-1-.29 - Discussed reporting requirements.

Safety

591-1-1-.05 Animals	Met
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Comment

591-1-1-.05 - Center does not keep animals on premises.

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

591-1-1-.11 - Please be mindful of voice tone in redirecting children.

591-1-1-.13 Field Trips(CR)	Met
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Comment

591-1-1-.13 - Center does not participate in field trips at this time.

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

591-1-1-.36 - Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	Met
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Correction Deadline: 6/13/2025

Prior Visits: 06/13/2025

Corrected on 9/3/2025

The previous citation was observed corrected on this date. Staff stated crib sheets were changed daily. Consultant observed sheets to appear to be clean at 9:45 a.m.

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

Comment

591-1-1-.09(1) - Criminal record checks were observed to be complete.

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

Comment

591-1-1-.09 - Criminal records checks were observed to be complete.

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

Comment

591-1-1-.14 - Evidence observed of 100% of center Staff certified in First Aid and CPR containing emergency care for infants and children that were required to have the training by this date.

Technical Assistance

Discussed that effective July 1, 2025, new staff are required to obtain pediatric First Aid and pediatric CPR training within 45 days of employment. It was further discussed that programs must have at least one person with current pediatric First Aid and pediatric CPR training in each classroom at all times.

Correction Deadline: 10/3/2025

591-1-1-.33 Staff Training **Technical Assistance**

Comment

591-1-1-.33 - Documentation observed of required staff training.

Technical Assistance

Discussed that all Employees, including volunteers, independent contractors, students-in-training, etc. should have a completed initial program orientation form on file.

Correction Deadline: 9/3/2025

Technical Assistance

Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices.

Correction Deadline: 10/3/2025

Technical Assistance

Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

Correction Deadline: 10/3/2025

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

Comment

591-1-1-.31 - Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Comment

591-1-1-.32 - Center observed to maintain appropriate staff:child ratios.

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

Comment

591-1-1-.32 - Adequate supervision observed on this date.