



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: 12/8/2021 **VisitType:** Licensing Study **Arrival:** 2:30 PM **Departure:** 4:30 PM

CCLC-51678

The Learning Train II

96 West 1st Avenue Colbert, GA 30628 Madison County
 (706) 207-1674 donnagjordan@hotmail.com

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@dec.al.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.
12/08/2021	Licensing Study	Good Standing	
11/12/2021	Complaint Investigation by Phone	Good Standing	
06/02/2021	Monitoring Visit	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 #96	C 16-24 Months	Two Year Olds and Three Year Olds	1	9	C	19	C	NA	NA	Snack, Transitioning
Main Building #96	Rm. A- Infants	Infants and One Year Olds	2	10	C	12	C	NA	NA	Nap, Transitioning
Main Building #96	Rm. B- 2's Potty Trained	One Year Olds and Two Year Olds	2	14	C	19	C	NA	NA	Nap, Transitioning, Snack
Main Building #96	Rm. D- 12mth-35mth	One Year Olds	2	10	C	19	C	NA	NA	Snack
Total Capacity @35 sq. ft.: 69			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 69							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main Building #96	Playground	58	C

Comments

An Administrative Review was conducted on December 7, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 8, 2021, with the Director.

Plan of Improvement: Developed This Date 12/08/2021

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.state.ga.us/CCS/RuleAndRegulations.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



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.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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@dec.state.ga.us.

- 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://dec.state.ga.us/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)

Donna Jordan, Program Official

Date

Kelly Jones, 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: 12/8/2021 **VisitType:** Licensing Study

Arrival: 2:30 PM

Departure: 4:30 PM

CCLC-51678

The Learning Train II

96 West 1st Avenue Colbert, GA 30628 Madison County
(706) 207-1674 donnagjordan@hotmail.com

Mailing Address
Same

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@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.

Comment

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

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

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**

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

Food Service**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that the amount of formula given to children was missing from feeding plan.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 12/8/2021

Correction Deadline: 6/2/2021

Corrected on 12/8/2021

.15(3) - The previous citation was observed to be corrected on this date. All bottles were labeled.

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

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1.10 Diapering Areas & Practices(CR)	Met
---	------------

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper diapering procedures.

591-1-1.17 Hygiene(CR)	Met
-------------------------------	------------

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

591-1-1.20 Medications(CR)	Met
-----------------------------------	------------

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1.21 Operational Policies & Procedures	Met
---	------------

Comment

Program observed complete emergency drills

591-1-1.27 Posted Notices	Technical Assistance
----------------------------------	-----------------------------

Technical Assistance

591-1-1.27 - Please make sure that all required signs are posted and up to date.

591-1-1.29 Required Reporting	Met
--------------------------------------	------------

Comment

Discussed reporting requirements.

Safety

591-1-1.05 Animals	Met
---------------------------	------------

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)	Met
-----------------------------------	------------

Comment

Center does not participate in field trips at this time.

591-1-1.36 Transportation(CR)	Met
--------------------------------------	------------

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1.30 Safe Sleeping and Resting Requirements(CR)	Not 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.

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined that the infant in the first crib to the right was sleeping with a blanket.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 12/8/2021

Staff Records	
Records Reviewed: 10	Records with Missing/Incomplete Components: 1
Staff # 1 Date of Hire: 06/23/2020	Met
Staff # 2 Date of Hire: 08/10/2020	Met
Staff # 3 Date of Hire: 11/18/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4 Date of Hire: 08/20/2020	Met
Staff # 5 Date of Hire: 09/09/2019	Met
Staff # 6 Date of Hire: 08/01/2001	Met
Staff # 7 Date of Hire: 08/12/2020	Met

Staff # 8	Met
Date of Hire: 10/10/2019	
Staff # 9	Met
Date of Hire: 08/01/2021	
Staff # 10	Not Met
Date of Hire: 08/04/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

10 of 10 Criminal record checks were observed to be complete.

Comment

Director provided one new file(s) for employees hired since last visit 11/12/2021

Correction Deadline: 6/2/2021

Corrected on 12/8/2021

.09(1)(j) - The previous citation was observed to be corrected on this date. 10 of 10 criminal record check determinations are satisfactory.

591-1-1-.14 First Aid & CPR Not Met**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of documentation that staff member # , hire date did not have evidence of the acceptable current CPR/first aid training. Staff member completed the course online.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 1/7/2022

591-1-1-.24 Personnel Records Technical Assistance**Technical Assistance**

591-1-1-.24(1) - Consultant discussed with the director the requirements that the center 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. Discussed keeping each center's staff records separate.

Correction Deadline: 12/13/2021

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

Comment

Documentation observed of required staff training.

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
--	------------

Comment

Center observed to maintain appropriate staff:child ratios.

Correction Deadline: 11/12/2021

Corrected on 12/8/2021

.32(1) - The previous citation was observed to be corrected on this date. All classrooms were in ratio.

591-1-1-.32 Supervision(CR)	Technical Assistance
------------------------------------	-----------------------------

Technical Assistance

591-1-1-.32 - Adequate supervision observed on this date.Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.