



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: 11/21/2025 VisitType: Licensing Study

Arrival: 9:20 AM Departure: 11:55 AM

CCLC-51246

Family Literacy Connection

722 Corn Avenue Albany, GA 31701 Dougherty County  
(229) 888-2414

Regional Consultant

Debrik Perry

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Mailing Address

Same

Quality Rated: ★ ★

| <u>Compliance Zone Designation</u> |                  |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11/21/2025                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 05/15/2025                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 10/30/2024                         | Licensing Study  | 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                           | A- 3's & 4's    | Three Year Olds and Four Year Olds and Five Year Olds | 2                              | 7        | C    | 21                                                         | C            | NA         | NA           | Art       |
| Main                           | B - 1's & 2's   | One Year Olds and Two Year Olds                       | 2                              | 8        | C    | 21                                                         | C            | NA         | NA           | Outside   |
| Main                           | C- Afterschool  |                                                       | 0                              | 0        | C    | 21                                                         | C            | NA         | NA           |           |
| Main                           | D- Afterschool  |                                                       | 0                              | 0        | C    | 21                                                         | C            | NA         | NA           |           |
| Main                           | E- Afterschool  |                                                       | 0                              | 0        | C    | 21                                                         | C            | NA         | NA           |           |
| Main                           | F- 6wks- 18mths | Infants                                               | 1                              | 3        | C    | 9                                                          | C            | NA         | NA           | Free Play |
| Total Capacity @35 sq. ft.: 76 |                 |                                                       | Total Capacity @25 sq. ft.: 0  |          |      | Building @35 capacity limited by Fire Marshall Limitations |              |            |              |           |
| Total # Children this Date: 18 |                 |                                                       | Total Capacity @35 sq. ft.: 76 |          |      | Total Capacity @25 sq. ft.: 0                              |              |            |              |           |

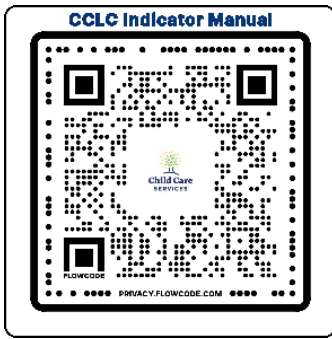
| Building | Playground             | Playground Occupancy | Playground Compliance |
|----------|------------------------|----------------------|-----------------------|
| Main     | Playground A- All ages | 263                  | C                     |

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

## Comments

An on site licensing study was conducted on November 21, 2025 with the program's administrator. The Consultant provided a printed copy of the updated training guide.

Plan of Improvement: Developed This Date



For additional information regarding any licensing topics discussed during this visit, please consult the Rules and Regulations Indicator Manual. This manual provides comprehensive clarification of each rule, including evaluation indicators, related best practices, and relevant considerations to support your program's continued and sustained compliance.

To access the Indicator Manual, please scan the QR code below or visit our website at <https://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>.

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/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.

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### 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](http://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.

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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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**



### Summary Report

**Date:** 11/21/2025 **VisitType:** Licensing Study

**Arrival:** 9:20 AM **Departure:** 11:55 AM

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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 on this date.

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

N/A

**Comment**

Center does not provide swimming activities.

#### Children's Records

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

Met

**Comment**

Records were observed to be complete and well organized.

#### Facility

**591-1-1-.06 Bathrooms**

Met

**Comment**

Bathrooms observed to be clean and well maintained.

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

Met

**Comment**

Licensed capacity observed to be routinely met by center on this date.

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

Met

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

**Comment**

Playground observed to be clean and in good repair on this date.

#### Food Service

**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 children files that three infant feeding pans did not have the parent's signature.

**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: 11/21/2025**

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

Kitchen appears clean and well organized on this date.

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met**

**Correction Deadline: 5/15/2025**

**Corrected on 11/21/2025**

**Previous citation corrected. The diaper changing pad located in Room B was replaced and in good repair on this date.**

**591-1-1-.17 Hygiene(CR)****Met****Comment**

Staff were observed to remind children to wash hands on this date.

**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****Technical Assistance****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.

Also 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: 11/26/2025**

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

Observed all required posted notices.

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

Thank you for reporting as required.

**Safety****591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

**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**

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: 13****Records with Missing/Incomplete Components: 2**

Staff # 2

Not Met

Date of Hire: 10/21/2025

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 13

Not Met

Date of Hire: 09/30/2025

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

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

Criminal record checks were observed to be complete.

**Comment**

Director provided six file(s) for employees hired since last visit.

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

Criminal records checks were observed to be complete.

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

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

**Not Met**

**Comment**

Documentation observed of required staff training for 2024 was previously completed and reviewed.

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of staff files that the following staff did not have a completed new hire orientation on file:

- 1) staff #2
- 2) staff #14

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their assignment to children or task.

**Correction Deadline: 11/21/2025**

**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: 11/22/2025**

**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 and 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: 12/21/2025**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.