



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: 1/6/2025 **VisitType:** Incident Investigation/Licensing Study **Arrival:** 8:30 AM **Departure:** 1:45 PM

CCLC-22082

Tutor Time Child Care Learning Center

3620 South Cobb Drive Smyrna, GA 30080 Cobb County
(770) 319-9050 6038@tutortime.com

Regional Consultant

Kaiyah Werts

Phone: (912) 544-9793

Fax: (912) 544-9757

kaiyah.werts@dec.al.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
01/06/2025	Incident Investigation/Licensing Study	Good Standing	
04/25/2024	Licensing Study	Good Standing	
12/05/2023	Complaint Closure	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-1st Left	GA PreK	2	17	C	30	C	NA	NA	Circle Time
Main	B-2nd Left	Infants	2	6	C	13	C	NA	NA	Floor Play,Breakfast
Main	C1-3rd left LT	One Year Olds	1	3	C	12	C	NA	NA	Story
Main	C2-3rd left RT	One Year Olds	1	6	C	12	C	NA	NA	Circle Time
Main	D1 Rear (Left)	Two Year Olds	1	8	C	10	C	NA	NA	Circle Time
Main	D2 Rear (right)	Two Year Olds	1	7	C	10	C	NA	NA	Circle Time
Main	E-Rear Right	Three Year Olds and Four Year Olds	2	22	C	40	C	NA	NA	Art
Main	F- Middle right/2nd R	GA PreK	2	14	C	28	C	NA	NA	Centers
Main	G- Middle Left	GA PreK	2	13	C	21	C	NA	NA	Circle Time
Main	H-Front R/ Village		0	0	C	30	C	NA	NA	

Total Capacity @35 sq. ft.: 206

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 96

Total Capacity @35 sq. ft.: 206

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Front infant	22	C
Main	Left Rear	59	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
6	11	17	23	47	6	13

Comments

The purpose of this visit is to conduct a licensing study and an incident investigation.

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



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(Findings Report)

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation classroom A, B, C1, C2, D1, D2 and E did not have a lesson plan available at the time of the visit.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 1/6/2025

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

Technical Assistance

Comment

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

Comment

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

Technical Assistance

591-1-1-.12(2) - Please monitor child size furniture, plush equipment and materials for rips and tears to prevent the transfer of germs.

Correction Deadline: 1/6/2025

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

N/A

Comment

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(1)-DOB Missing

591-1-1-.08 Children's Records**Technical Assistance****Comment**

Records were observed to be organized.

Technical Assistance

591-1-1-.08(1) - Please ensure children's records are completed and all blanks are filled out completely.

Correction Deadline: 1/6/2025**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.

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

Center appeared clean and well maintained.

Correction Deadline: 4/25/2024**Corrected on 1/6/2025****.25(12) - Previous citation corrected in that no air condition unit were observed in the classrooms on this date.****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation classroom D1 and D2 had hand sanitizer and cleaning products in an unlocked cabinet accessible to children at that time of the visit.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 1/6/2025**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 the following hazards were observed.

Classrooms A and E had a white pipe exposed, connected from the ceiling to the children's sink to prevent leaks which was and accessible to children. The white pipe was not leaking at the time of the visit.

Classroom C1, D1, D2 had peeling paint on the side of their diapering table.

Classroom D2 had peeling paint on the right wall by the yellow door.

Classroom E had peeling paint near the blue back door and a large hole in the red counter near the children's sink.

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: 1/17/2025**Recited on 1/6/2025**

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

Not Evaluated

Comment

Playground not observed on this date due to inclement weather.

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

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appeared clean and well organized.

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

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)

Met

Comment

Documentation for medication dispensing observed complete.

Comment

Please document N/A or none if no adverse reaction is observed.

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

Met

Comment

Program observed complete emergency drills

Safety**591-1-1-.05 Animals**

N/A

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)

N/A

Comment

Center does not participate in field trips at this time.

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

Met

Comment

A current and completed inspection was not observed for all vehicles used in transporting children this date due to vehicles being in the shop for maintenance. No vehicle was on the property at the time of the visit.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Comment**

Discussed SIDS and infant sleeping position.

Technical Assistance

591-1-1-.30(4) - Please ensure cots stored in the classroom are covered

Correction Deadline: 1/6/2025

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

Criminal record checks were observed to be complete.

Comment

Director provided eight files for employees hired since last visit.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

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 review of records four out of 21 staff members were missing First Aid and CPR training.

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: 2/5/2025

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

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

Technical Assistance

591-1-1-.33(5) - Please ensure all staff completed 10 hours of annual training per year.

Correction Deadline: 2/5/2025

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.

Comment

Adequate supervision observed on this date.