



**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:** 3/4/2026

**VisitType:** Licensing Study

**Arrival:** 9:50 AM

**Departure:** 2:00 PM

**CCLC-48046**

**Imagination Zone Childcare & Early Learning Center**

12710 Brown Bridge Road Covington, GA 30016 Newton County  
 (770) 786-8611

Regional Consultant

Cassandra Jakes-Beasley

Phone: (770) 357-7016

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**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

| <b>Compliance Zone Designation</b> |                 |               | <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. |
|------------------------------------|-----------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 03/04/2026                         | Licensing Study | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 03/03/2026                         | TA Follow Up    | NA            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 02/03/2026                         | TA Follow Up    | NA            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                    |                 |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

**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: 1R     | Infants and One Year Olds          | 1                             | 1        | C    | 7          | C            | NA         | NA           | Nap                        |
| Main                           | B: 2R     | Two Year Olds                      | 1                             | 6        | C    | 11         | C            | NA         | NA           | Nap, Floor Play, Lunch     |
| Main                           | C: Middle | Three Year Olds and Four Year Olds | 1                             | 12       | C    | 21         | C            | NA         | NA           | Lunch, Floor Play, Outside |
| Main                           | D: Left   |                                    | 0                             | 0        | C    | 23         | C            | NA         | NA           | Not In Use                 |
| Total Capacity @35 sq. ft.: 62 |           |                                    | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |                            |
| Total # Children this Date: 19 |           |                                    | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |                            |

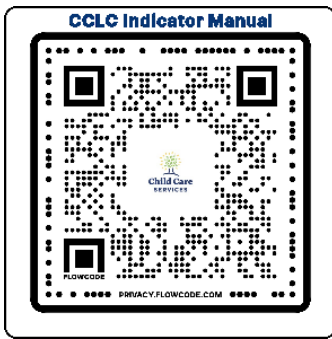
| Building | Playground       | Playground Occupancy | Playground Compliance |
|----------|------------------|----------------------|-----------------------|
| Main     | PG A Right       | 38                   | C                     |
| Main     | PG B: Right Back | 10                   | C                     |
| Main     | PG C: Left Back  | 37                   | C                     |

| <b>Enrolled Children</b> |         |         |         |         |                    |                   |
|--------------------------|---------|---------|---------|---------|--------------------|-------------------|
| Under 1 years            | 1 years | 2 years | 3 years | 4 years | 5 years (Prekonly) | 5 years and older |
| 0                        | 4       | 9       | 6       | 7       | 0                  | 25                |

**Comments**

Background checks were reviewed.

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



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**Summary Report**

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Same

The following information is associated with a Licensing Study:

**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 the current lesson plan was not posted in the 2R, two-year-old classroom and the middle, three and four-year-old classroom.

**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:** 3/4/2026

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

**Met**

**Comment**

Discussed adding equipment and toys to enhance variety.

**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: 4**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

**591-1-1-.08 Children's Records****Not Met****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 child #1, #3 and #5 enrollment file did not contain the name and telephone number of the child's primary source of health. In addition, child #5 enrollment file did not include the address of the person (s) to whom the child may be released as required.

**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: 3/4/2026****Facility****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)****Not Met****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 that the following hazards were observed:

- There was diaper ointment, wipes and plastic shopping bags stored in children book bags in the hallway between classroom A and B.
- There was adult scissors, thumb tacks and a permanent marker in the top unlocked drawer of the tan storage cabinet in the Middle classroom.
- There were two toilet brushes in the classroom room D bathroom.

**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: 3/4/2026****Correction Deadline: 10/31/2025****Corrected on 3/4/2026**

.25(3) - Previous citation corrected based on observation. A presence of roaches in the interior of the center was not observed on the day of the visit.

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

**Technical Assistance**

591-1-1-.26(4) - The Consultant discussed with the Director that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. Please ensure that the back left panel of the fence is (4) four foot high.

**Correction Deadline: 3/4/2026**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that there was chipping paint on the blue tunnel and the floor of the yellow metal car.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 3/14/2026**

**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 there were between 2 and 3 inches of measurable wood chips underneath and in the front fall zone of the blue monkey bar, when 6 inches were 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: 3/14/2026**

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

591-1-1-.15(1) - 591-1-1-.15(1) The Consultant discussed with the Director that meals and snacks are served, with serving sizes dependent upon the age of the child, that meet nutritional guidelines as established by the United States Department of Agriculture Child and Adult Care Food Program. Meals and snacks shall be varied daily, and additional servings of nutritious food shall be offered to children over and above the required daily minimum, if not contraindicated by special diets.

Please ensure that all components are served with the meal.

**Correction Deadline: 3/4/2026**

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

Staff stated proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center on this date.

**591-1-1-.20 Medications(CR)****Met****Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

**Finding**

591-1-1-.21(1)(r) requires Center policies and procedures include 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. It was determined based on a review the policies and procedures did not contain information describing 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.

**POI (Plan of Improvement)**

The Center will write or revise policies and procedures to include the required description of the Center's practices used to prevent shaken baby syndrome and abusive head trauma in children up to five years or age.

**Correction Deadline: 3/9/2026**

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

Met

**Comment**

Please make sure that all required signs are posted and up to date.

Safety

**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)**

Met

**Comment**

Center does not participate in field trips at this time.

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

Not Met

**Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

**Comment**

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

**Finding**

591-1-1-.36(4)(f)1. requires that all transported children be secured in a child passenger restraining system or seat safety belt in accordance with current state and federal laws and regulations and according to manufacturer's directions. It was determined based on observation a safety belt on vehicle # SAN 2066 was torn and frayed.

**POI (Plan of Improvement)**

The Center will ensure that manufacturer directions and state and federal laws are met when using child passenger restraining systems and seat safety belts. The center will replace the safety belt.

**Correction Deadline: 3/5/2026**

**Finding**

591-1-1-.36(7)(a) requires that each vehicle contains current information including: the full names of all children to be transported, each child's pick-up location, pick-up time, delivery location, alternate delivery location if a Parent is not at home and name of person authorized to receive each child. In addition, the vehicle shall contain current information identifying the Center's name, telephone number and the name of the driver of the vehicle. It was determined based on review the center did not have transportation agreements on file for 21 children transported from school that included each child's pick-up location, pick-up time and delivery location.

**POI (Plan of Improvement)**

The Center will ensure that the Center's information and the children's information is included on each vehicle.

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

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

Not Met

**Finding**

591-1-1-.30(1)(a)2 requires that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined based on observation that the crib mattresses had a diamond-patterned stitched covering that was not smooth, non-absorbent, or easily washable in the infant classroom.

**POI (Plan of Improvement)**

The center will ensure that a crib mattress is covered with a waterproof, washable material.

Correction Deadline: 3/21/2026

Recited on 3/4/2026

**Technical Assistance**

591-1-1-.30(1)(a)3 -The Consultant discussed with the Director that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 3/4/2026

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

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

Met

**Comment**

Director provided [2 ] file(s) for employees hired since last visit.

591-1-1-.14 First Aid &amp; CPR(CR)

Met

**Comment**

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

591-1-1-.33 Staff Training

Not Met

**Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review the director did not have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

**POI (Plan of Improvement)**

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 4/3/2026

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

Met

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

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

Met

**Comment**

Center observed to maintain appropriate staff:child ratios.

**Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation there was no staff member seated within an arm's length away from children during lunch. One staff member was preparing the plates and the second staff member was placing the cots down for nap.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 3/4/2026**