



**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:** 3/17/2025 **VisitType:** Licensing Study

**Arrival:** 9:00 AM **Departure:** 10:40 AM

**CCLC-53581**  
**Kiddie Kottage Learning Academy, LLC**  
515 West Solomon Street Griffin, GA 30223 Spalding County  
(770) 227-6766 routetamika@yahoo.com

Regional Consultant  
Brandi Mangino  
Phone: (478) 314-9726  
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**Mailing Address**  
Same

**Quality Rated:** ★ ★

| Compliance Zone Designation |                  |               | <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. |
|-----------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 03/17/2025                  | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/19/2024                  | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 01/31/2024                  | 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                |
|--------------------------------|-------------------------------------------|------------------------------------|-----------------------------|----------|------|-----------------------------|--------------|------------|--------------|----------------------|
| Building A                     | Room A Second Right School Age Classroom  |                                    | 0                           | 0        | C    | 18                          | C            | NA         | NA           |                      |
| Building A                     | Room B Far Back 3-4 Year-Old Classroom    | Three Year Olds and Four Year Olds | 1                           | 7        | C    | 13                          | C            | NA         | NA           | Centers              |
| Building A                     | Room C Second Left-1-2 Year-Old Classroom | One Year Olds and Two Year Olds    | 1                           | 6        | C    | 9                           | C            | NA         | NA           | Diapering, Free Play |
| Building A                     | Room D First Left School Age Classroom    |                                    | 0                           | 0        | C    | 9                           | C            | NA         | NA           |                      |
| Building A                     | Room E First Right After School           |                                    | 0                           | 0        | C    | 5                           | C            | NA         | NA           |                      |
| Total Capacity @35 sq. ft.:    |                                           |                                    | 54                          |          |      | Total Capacity @25 sq. ft.: |              |            | 0            |                      |
| Total # Children this Date: 13 |                                           |                                    | Total Capacity @35 sq. ft.: |          |      | Total Capacity @25 sq. ft.: |              |            | 0            |                      |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
|----------|------------|----------------------|-----------------------|

| Enrolled Children |         |         |         |         |                    |                   |
|-------------------|---------|---------|---------|---------|--------------------|-------------------|
| Under 1 years     | 1 years | 2 years | 3 years | 4 years | 5 years (Prekonly) | 5 years and older |
| 0                 | 5       | 4       | 5       | 7       | 0                  | 10                |

### **Comments**

Plan of Improvement was developed 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.

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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@decgal.ga.gov](mailto:qualityrated@decgal.ga.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:

Activities and Equipment

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

Met

Comment

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

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(3)-Address of Release Person Missing,.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Allergies and Disabilities

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

Technical Assistance

Technical Assistance

Please ensure that all area of the enrollment application are filled out. One application was observed to not have the emergency contacts address, physician's phone number and if the child had any allergies.

Correction Deadline: 3/17/2025

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

**Technical Assistance**

Consultant discussed all ceiling fans were in need of dusting and the ceiling tile in the corner by the sink of the kitchen were in need of being replaced due to stains.

**Correction Deadline: 4/16/2025**

**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 accessible to children in care:

2nd Left:

Aquaphor, Petroleum Jelly, Vitamin D cream and diaper rash cream in an unlocked drawer under the diapering station

Far Back:

scissors, petroleum jelly and stapler on the mantel

2nd Right:

bleach water within reach of children

plastic bag hanging outside the door

**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: 3/17/2025**

**Recited on 3/17/2025**

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

**Technical Assistance**

**Technical Assistance**

Consultant discussed limbs will need to be removed from both playgrounds.

**Correction Deadline: 3/17/2025**

|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

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

**Met**

**Comment**

Food Service and Nutrition Feeding of Infants and Children 591-1-1-.15(2)(g) The Consultant discussed with the Director that center Personnel shall ensure that children do not have excessive amounts of food in their mouths while eating and are chewing their food appropriately to prevent instances of choking. Children shall always be seated when eating and shall not be allowed to lie down or be put to sleep while food is present in their mouths.

Food Service and Nutrition Restrictions 591-1-1-.15(7) The Consultant discussed with the Director that food shall 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.

**Correction Deadline: 3/17/2025**

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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|                                                        |            |
|--------------------------------------------------------|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--------------------------------------------------------|------------|

**Comment**

Proper diapering procedures observed.

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|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Please ensure lids remain on trash containing organic waste.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>N/A</b> |
|------------------------------------|------------|

**Comment**

The Provider currently does not dispense/administer medication.

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

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|                                                          |                |
|----------------------------------------------------------|----------------|
| <b>591-1-1-.21 Operational Policies &amp; Procedures</b> | <b>Not Met</b> |
|----------------------------------------------------------|----------------|

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the center had not conducted a fire drill since September 2024, and a lock down and tornado drill were not conducted every six months as the last recorded one was in July 2024.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 3/22/2025**

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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|                            |            |
|----------------------------|------------|
| <b>591-1-1-.05 Animals</b> | <b>N/A</b> |
|----------------------------|------------|

**Comment**

Center does not keep animals on premises.

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Age-appropriate discussion and/or redirection observed.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.13 Field Trips(CR)</b> | <b>N/A</b> |
|------------------------------------|------------|

**Comment**

Center does not participate in field trips at this time.

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|                                       |                |
|---------------------------------------|----------------|
| <b>591-1-1-.36 Transportation(CR)</b> | <b>Not Met</b> |
|---------------------------------------|----------------|

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Technical Assistance**

Consultant discussed to monitor booster seats for expiration dates.

**Correction Deadline: 3/22/2025**

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the date and time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of transportation logs that the center is not listed the date at the bottom of the form daily as required.

**POI (Plan of Improvement)**

The Center will ensure that each date and time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 3/18/2025**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that the week of March 10, 2025 a second check was not completed each day when the center van returned from Ann Street Elementary.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 3/17/2025**

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

**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.

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

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

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

**Met**

**Comment**

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

|                                 |
|---------------------------------|
| <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.

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

**Met**

**Comment**

Adequate supervision observed on this date.

**Comment**

Supervision 591-1-1-.32(7) The Consultant discussed with the Director that children shall 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.