



**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:** 4/10/2023    **VisitType:** Monitoring Visit    **Arrival:** 12:00 PM    **Departure:** 2:20 PM

**CCLC-52958**

**Steppin' Stones Daycare and Preschool**

229 Houseal St. Cedartown, GA 30125 Polk County  
 (678) 901-1285 cdh@steppinstones.org

**Region Consultant**

Sharnette Glenn

Phone: 404-651-8365  
 Fax: 404-334-4612  
 sharnette.glenn@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
04/10/2023	Monitoring Visit	Good Standing
08/16/2022	Complaint Closure	Good Standing
08/15/2022	Complaint Investigation & Licensing Study	Good Standing

**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.

**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 3-5yrs	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	15	C	36	C	NA	NA	Nap
Main	B 3yrs	One Year Olds and Two Year Olds	1	5	C	6	C	NA	NA	Nap
Main	C 2yrs		0	0	C	11	C	NA	NA	Transitioning
Main	D 2yrs		0	0	C	16	C	NA	NA	Not In Use
Main	E Infants	Infants and One Year Olds	1	8	C	13	C	NA	NA	Free Play,Nap
Main	F Pre-K		0	0	C	24	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 106						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 28			Total Capacity @35 sq. ft.: 106			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left side-Toddler	40	C
Main	Right side(2,3,4)	39	C
Main	School Age	81	C

**Comments**

The purpose of this visit is to conduct a monitoring visit and follow up from the previous visit.

Plan of Improvement: No Plan Developed

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

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Carolyn Hightower, Program Official

Date

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Sharnette Glenn, Consultant

Date



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**(Findings Report)**

**Date:** 4/10/2023 **VisitType:** Monitoring Visit **Arrival:** 12:00 PM **Departure:** 2:20 PM

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**Mailing Address**

Same

The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(7) requires the center to provide outdoor activities daily, weather permitting. It was determined based on observation, that the center did not follow the daily schedule and provide the children with outdoor time.

**POI (Plan of Improvement)**

The Center will follow a schedule that allows for all children to have the required amount of daily outside play time.

**Correction Deadline: 4/10/2023**

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

**Not Met**

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**Technical Assistance**

591-1-1-.12(4) - Please be mindful of the wheelchair in classroom B. The wheelchair should not be accessible to the children.

**Correction Deadline: 4/10/2023**

**Finding**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that the yellow toddler chair was sitting on small shelf beside the window. It was further observed in classroom B that the brown chair was placed on top of a brown shelf. Two big packed brown boxes leaning against the wall where a child was sleeping at.

**POI (Plan of Improvement)**

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 4/10/2023

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

Correction Deadline: 8/15/2022

Corrected on 4/10/2023

.08(1) - The previous citation was corrected.

**Facility**

591-1-1-.06 Bathrooms

Met

**Comment**

Please monitor bathrooms for necessary supplies.

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

**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 classroom A, B, and C had clorox spray and disinfected wipes accessible to the children in this classroom. It was further observed classroom A, B, and C had cable cords hanging on the wall accessible to the children.

**POI (Plan of Improvement)**

The Director stated she will remind the staff to store the items in the storage closet in the classroom and to ensure it is locked.

Correction Deadline: 4/18/2023

Recited on 4/10/2023

Correction Deadline: 8/15/2022

Corrected on 4/10/2023

.25(3) - The previous citation was corrected.

Correction Deadline: 8/15/2022

Corrected on 4/10/2023

.25(7) - The previous citation was corrected.

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

Not Met

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Finding**

591-1-1-.26(4) requires 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.

It was determined based on observation, that on the right side of the playground, the gate was not closed. It was further observed the gate close to the parking lot was open. The left side playground gate at the bottom had a nine-inch gap from the ground.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 4/10/2023**

**Technical Assistance**

591-1-1-.26(6) - Consultant discussed with provider to spray paint the playground equipment with chipped paint.

**Correction Deadline: 4/20/2023**

**Technical Assistance**

591-1-1-.26(9) - Consultant discussed with provider exposed tree roots need to be sand down and spray painted to prevent tripping hazard.

**Correction Deadline: 4/10/2023**

**Health and Hygiene**

**591-1-1-.07 Children's Health** **Met**

**Correction Deadline: 8/15/2022**

**Corrected on 4/10/2023**  
**.07(5) - The previous citation was corrected.**

**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**  
Please ensure lids remain on trash containing organic waste.

**591-1-1-.20 Medications(CR)** **N/A**

**Comment**  
The Provider currently does not dispense/administer medication.

**Organization**

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**591-1-1-.16 Governing Body & License****Not Met****Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the center changed classroom F into a diapering classroom when it was licensed as a non-diapering classroom. No amendment was submitted.

**POI (Plan of Improvement)**

Coordinator explained to the Director that an amendment would need to be completed. Measurements of the windows were taken for ventilation. The Director stated she would submit an application for amendment and upload all necessary documentation through decal koala.

**Correction Deadline: 4/28/2023****Recited on 4/10/2023**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

**Correction Deadline: 8/15/2022****Corrected on 4/10/2023****.11(1) - This previous citation was corrected.**

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

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

Criminal record checks were observed to be complete.

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

Criminal records checks were observed to be complete.

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

Discussed staff training. Please obtain required documentation.

**Correction Deadline: 8/23/2022****Corrected on 4/10/2023****.33(3) - The previous citation was corrected.****Comment**

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

**Defer**

591-1-1-.33(4)- The consultant will check food service training at the next visit.

**POI (Plan of Improvement)**

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

**Correction Deadline: 8/23/2022****Correction Deadline: 9/14/2022****Corrected on 4/10/2023****.33(5) - The previous citation was corrected.**

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

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Defer**

591-1-1-.31(2)(c)- The consultant will review the lead teacher credentials during the next visit.

**POI (Plan of Improvement)**

The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

**Correction Deadline: 8/23/2022**

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<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.

**Correction Deadline: 8/15/2022****Corrected on 4/10/2023****.32(4) - The previous citation was corrected.**

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

Adequate supervision observed on this date.



**Correction Deadline: 8/15/2022**

**Corrected on 4/10/2023**

**.32(7) - This previous citation was corrected.**