



**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

**Cover Sheet**

**Date:** 9/14/2021 **VisitType:** Licensing Study

**Arrival:** 1:00 PM

**Departure:** 3:00 PM

**CCLC-53580**

**Kiddie Kottage Learning Academy**

211 Maxham Rd. Austell, GA 30168 Douglas County  
 (770) 732-9345 routetamika@yahoo.com

**Regional Consultant**

Tomekia Hudson

Phone: (770) 544-5978

Fax: (770) 544-5980

tomekia.hudson@dec.al.ga.gov

**Mailing Address**

211 Maxham rd  
 Austell, GA 30168

**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.
09/14/2021	Licensing Study	Good Standing	
05/05/2021	Complaint Closure	Good Standing	
04/22/2021	Complaint Investigation & 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	Classroom B 1-2 Year-Old Classroom	One Year Olds and Two Year Olds	1	3	C	34	C	NA	NA	Music
Building A	Classroom C 3-4 Year-Old Classroom	Three Year Olds and Four Year Olds	1	6	C	22	C	NA	NA	Circle Time
Building A	Classroom F 1 Year-Old Classroom		0	0	C	12	C	NA	NA	
Building A	Room A Infants	Infants and One Year Olds	1	4	C	25	C	NA	NA	Floor Play,Nap
Building A	Room D Pre-K I		0	0	C	25	C	NA	NA	
Building A	Room E Pre-K II	PreK	2	17	C	22	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 140

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 30

Total Capacity @35 sq. ft.: 140

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

An Administrative Review was conducted on 9/14/21. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on 9/15/21 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 15, 2021, was reviewed during the virtual inspection.

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.dec.state.ga.us/CCS/Regulations.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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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), e-mail the following information to [CCSRefutations@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

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Talicia Snell, Program Official

Date

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Tomekia Hudson, Consultant

Date



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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**

Discussed rotating toys to support the procedures of daily disinfecting due to COVID-19 pandemic.

**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: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

### Facility

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<b>591-1-1-.06 Bathrooms</b>	<b>Met</b>
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**Comment**

Bathrooms observed to be clean and well maintained.

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<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed capacity observed to be routinely met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

Center appears clean and well maintained.

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Technical Assistance</b>
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**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute mulch around slides on playground.

**Technical Assistance**

591-1-1-.26(4) - Discussed center staff routinely checking 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.

**Correction Deadline: 9/14/2021**

	<b>Food Service</b>
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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Comment**

Center menu meets USDA guidelines.

	<b>Health and Hygiene</b>
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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to COVID-19 pandemic. Proper diapering procedure was not directly observed during the virtual walk through. Regulations regarding proper diapering procedures were discussed with the Provider on this date.

**Comment**

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center during virtual visit due to COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

The Provider currently does not dispense/administer medication.

	<b>Policies and Procedures</b>
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<b>591-1-1-.27 Posted Notices</b>	<b>Met</b>
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**Comment**

Observed all required posted notices.

<b>Safety</b>
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**591-1-1-.05 Animals****Met****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-.36 Transportation(CR)****Met****Comment**

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

**Comment**

Center does not provide routine transportation due to COVID-19 pandemic.

<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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**Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 11/04/2019

Staff # 2

Met

Date of Hire: 12/18/2019

Staff # 3

Met

Date of Hire: 01/27/2017

Staff # 4

Met

Date of Hire: 01/27/2017

Staff # 5

Met

Date of Hire: 01/17/2017

Staff # 6

Met

Date of Hire: 01/27/2017

Staff # 7

Met

**Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

Date of Hire: 06/18/2021

Staff # 8

Met

Date of Hire: 11/03/2017

Staff # 9

Met

Date of Hire: 01/27/2017

Staff # 10

Met

Date of Hire: 01/27/2017

Staff # 11

Met

Date of Hire: 04/09/2018

Staff # 12

Met

Date of Hire: 07/24/2017

**Staff Credentials Reviewed: 3****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Director provided one file for employees hired since last visit.

**591-1-1-.14 First Aid & CPR****Met****Comment**

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

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

Documentation observed of required staff training.

**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.

**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.

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

Adequate supervision observed on this date.

**Comment**

Discussed new revision to the supervision rule which states: 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.