



**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: 3/28/2023 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 11:45 AM

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

Brionne Higgins

Phone: (404) 232-1903

Fax: (770) 359-5819

brionne.higgins@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

| Compliance Zone Designation | | |
|------------------------------------|-------------------|---------------|
| 03/28/2023 | Monitoring Visit | Good Standing |
| 09/13/2022 | Licensing Study | Good Standing |
| 10/12/2021 | Complaint Closure | 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-1st Left | GA PreK | 2 | 20 | C | 30 | C | NA | NA | Centers |
| Main | B-2nd Left | Infants | 2 | 6 | C | 13 | C | NA | NA | Story, Floor Play |
| Main | C1-3rd left LT | | 0 | 0 | C | 12 | C | NA | NA | Not In Use |
| Main | C2-3rd left RT | One Year Olds | 2 | 16 | C | 12 | NC | NA | NA | Story |
| Main | D1 Rear (Left) | Two Year Olds | 1 | 8 | C | 10 | C | NA | NA | Centers |
| Main | D2 Rear (right) | Two Year Olds | 1 | 7 | C | 10 | C | NA | NA | Centers |
| Main | E-Rear Right | Three Year Olds | 2 | 24 | C | 40 | C | NA | NA | Outside |
| Main | F- Middle right/2nd R | GA PreK | 1 | 17 | C | 28 | C | NA | NA | Transitioning |
| Main | G- Middle Left | GA PreK | 2 | 17 | C | 21 | C | NA | NA | Music |
| Main | H-Front R/ Village | | 0 | 0 | C | 30 | C | NA | NA | Not In Use |

Total Capacity @35 sq. ft.: 206

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 115

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 |

Comments

The purpose of this visit was to follow up to a visit conducted on September 30, 2022.

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.al.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.

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@dec.al.ga.gov for more information. Free technical assistance is available!

Deryl Chandler, Program Official

Date

Brionne Higgins, Consultant

Date



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(Findings Report)

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The following information is associated with a Monitoring Visit:

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)

Met

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Discussed movement of children to maintain capacities.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Not Met

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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 hazardous materials and supplies were stored accessible to children. Consultant observed a staff purse to be accessible in classroom 1L and Rear Right.

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: 3/28/2023

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

Playground observed to be clean and in good repair.

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)**Technical Assistance****Comment**

Please ensure lids remain on trash containing organic waste.

Technical Assistance

591-1-1-.17(8) - Consultant discussed ensuring that staff members are utilizing proper handwashing procedures. Consultant also discussed ensuring that warm water is available for children during handwashing routine.

Correction Deadline: 3/28/2023**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

Safety

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)**Not Met****Correction Deadline: 9/18/2022****Corrected on 3/28/2023****.36(4)(a) - Previous citation corrected on this date. Consultant observed a completed annual vehicle inspection for the vehicle used for transportation.****Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that center staff failed to document in writing to account for one child entering and exiting the vehicle on the afternoon transportation route from Kings Spring Elementary to Tutor Time.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 3/29/2023**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(1)(b) - Consultant discussed monitoring the mats for rips and tears and replacing or repairing them as needed.

Correction Deadline: 3/28/2023**Staff Records**

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

Criminal record checks were observed to be complete.

591-1-1-.33 Staff Training**Met****Correction Deadline: 10/13/2022****Corrected on 3/28/2023****.33(5) - Previous citation corrected on this date. Consultant observed staff to complete 10 hours of annual training as required.**

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.

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

Staff observed to provide direct supervision and be attentive to children's needs.