



**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:** 10/28/2022 **VisitType:** Monitoring Visit

**Arrival:** 9:30 AM

**Departure:** 11:30 AM

**CCLC-36694**

**1st Step Learning Academy L.L.C**

3217 New MacLand Road Suite 120 & 130 Powder Springs, GA 30127  
 Cobb County  
 (678) 401-2379 1ststeplearningacademy1@gmail.com

**Regional Consultant**

Brionne Higgins

Phone: (404) 232-1903

Fax: (770) 359-5819

brionne.higgins@decal.ga.gov

**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.
10/28/2022	Monitoring Visit	Good Standing	
04/07/2022	Licensing Study	Good Standing	
09/29/2021	Monitoring Visit	Good Standing	

  

<b>Good Standing</b>	- Program is demonstrating an acceptable level of performance in meeting the rules.
<b>Support</b>	- Program performance is demonstrating a need for improvement in meeting rules.
<b>Deficient</b>	- 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
Building 2	One room	Four Year Olds and Six Year Olds and Over	1	4	C	25	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 25					Total Capacity @25 sq. ft.: 0					
Main	B- 2nd Right	Two Year Olds	1	8	C	10	C	NA	NA	Outside
Main	C-1st Left	Three Year Olds	1	6	C	18	C	NA	NA	Centers
Main	D- 2nd Left	One Year Olds	1	5	C	9	C	NA	NA	Outside
Main	Rm. A-1st Right	Infants	1	3	C	6	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 43					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 68			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground-Back of Center	29	C

**Comments**

The purpose of this visit was to follow up to a visit completed on April 7, 2022.

Plan of Improvement: Developed This Date 10/28/2022

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.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 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!**

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](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.'

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)

Kai Kyser, Program Official

Date

Brionne Higgins, Consultant

Date



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**Findings Report**

**Date:** 10/28/2022 **VisitType:** Monitoring Visit

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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)**

**Not Evaluated**

**Comment**

Center does not provide swimming activities.

**Facility**

**591-1-1-.06 Bathrooms**

**Not Met**

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the boys bathroom did not have adequate ventilation as required.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 11/27/2022**

**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)**

**Technical Assistance**

**Comment**

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

**Technical Assistance**

591-1-1-.25(13) - Consultant discussed repairing safety locks in the toddler classroom to ensure that hazardous materials are inaccessible to children.

**Correction Deadline: 10/28/2022**

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

**Technical Assistance**

**Comment**

Playground observed to be clean and in good repair.

**Technical Assistance**

591-1-1-.26(4) - Consultant discussed monitoring the playground fence for gaps or openings in the fencing material and discussed that they should not exceed three and one-half inches to prevent entrapment and discourage climbing

**Correction Deadline: 10/28/2022**

**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)**

**Met**

**Comment**

Staff were observed to remind children to wash hands.

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

**Not Evaluated**

**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**

**Comment**

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

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the 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 records that the center failed to document an arrival time back to the center for the transportation route from Varner Elementary to 1st Step Academy on October 21, 2022.

**POI (Plan of Improvement)**

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

**Correction Deadline: 10/29/2022**

## Sleeping & Resting Equipment

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

Technical Assistance

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Technical Assistance**

591-1-1-.30(1)(b) - Consultant discussed monitoring sleeping mats for rips and tears and replacing or repairing the mats as needed.

**Correction Deadline: 10/28/2022**

## Staff Records

**Records Reviewed: 7**

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

Staff # 1	Met
Date of Hire: 08/15/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 02/15/2019	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 03/29/2016	
Staff # 5	Met
Date of Hire: 10/17/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Staff # 7	Met
Date of Hire: 08/12/2019	

**Staff Credentials Reviewed: 5**

### 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

**Correction Deadline: 5/1/2022**

**Corrected on 10/28/2022**

.31(2)(b)2. - Consultant observed documentation of professional development plan for all teachers working as a lead without a credential.

## Staffing and Supervision

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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.

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

Adequate supervision observed on this date.