



**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:** 9/9/2021    **VisitType:** Licensing Study    **Arrival:** 2:30 PM    **Departure:** 5:30 PM

**CCLC-49426**

**Tuckston UMC Pre-School**

4175 Lexington Road Athens, GA 30605 Clarke County  
(706) 255-6577 tuckstonpreschool@gmail.com

**Regional Consultant**

Kelly Jones

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kelly.jones@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 09/09/2021                         | Licensing Study  | Good Standing |
| 01/14/2021                         | Monitoring Visit | Good Standing |
| 08/25/2020                         | 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                           | C/5R- 4 year olds and up | Three Year Olds and Four Year Olds | 2     | 5        | C    | 11                             | C            | NA         | NA           | Story                         |
| Main                           | D4R- 3's                 |                                    | 0     | 0        | C    | 10                             | C            | NA         | NA           |                               |
| Main                           | E/3R- 2's and 1's        | Two Year Olds                      | 2     | 5        | NC   | 11                             | C            | NA         | NA           | Nap, Transitioning, Snack     |
| Main                           | Infant First Right       | Infants                            | 1     | 3        | C    | 6                              | C            | NA         | NA           | Nap, Transitioning, Diapering |
| Main                           | Room 105                 | One Year Olds                      | 1     | 3        | C    | 11                             | C            | NA         | NA           | Art                           |
| Main                           | Room 106                 | Three Year Olds                    | 2     | 7        | C    | 10                             | C            | NA         | NA           | Snack                         |
| Main                           | Room 110                 | Two Year Olds                      | 1     | 7        | C    | 10                             | C            | NA         | NA           | Nap, Transitioning            |
| Total Capacity @35 sq. ft.: 69 |                          |                                    |       |          |      | Total Capacity @25 sq. ft.: 0  |              |            |              |                               |
| Total # Children this Date: 30 |                          |                                    |       |          |      | Total Capacity @35 sq. ft.: 69 |              |            |              |                               |
|                                |                          |                                    |       |          |      | Total Capacity @25 sq. ft.: 0  |              |            |              |                               |

| Building | Playground             | Playground Occupancy | Playground Compliance |
|----------|------------------------|----------------------|-----------------------|
| Main     | Playground A- All ages | 63                   | C                     |

**Comments**

An Administrative Review was conducted on September 9, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 9, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

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



### 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.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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.al.ga.gov](mailto:CCSRefutations@dec.al.ga.gov).

- 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.al.ga.gov/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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Constance Bowen, Program Official

Date

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Kelly Jones, 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**

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

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 6**

**Records with Missing/Incomplete Components: 5**

|  |         |
|--|---------|
| Child # 1                              | Met     |
| Child # 2                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(2)-Immunization                    |         |
| Child # 3                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(2)-Immunization                    |         |

|  |         |
|--|---------|
| Child # 4<br><u>"Missing/Incomplete Components"</u><br>.08(2)-Immunization | Not Met |
| Child # 5<br><u>"Missing/Incomplete Components"</u><br>.08(2)-Immunization | Not Met |
| Child # 6<br><u>"Missing/Incomplete Components"</u><br>.08(2)-Immunization | Not Met |

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

**Not Met**

**Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

**Finding**

591-1-1-.08(2) requires Center Staff to maintain a file for each child that includes evidence of age-appropriate immunizations or a signed affidavit against such immunizations for each child enrolled in the center on a form approved by the Department, and to allow no child to continue enrollment in the Center for more than thirty (30) days without such evidence. It was determined based on a review of records that child # 2, child # 3, child # 4, child # 5 and child # 6 had evidence of expired immunization on file .

**POI (Plan of Improvement)**

Center staff will have and use a plan to track immunization forms for all enrolled children and to ensure the form or affidavit are obtained from the parent or guardian within 30 days of enrollment. Parents will be informed their child cannot remain enrolled in the center without this documentation.

**Correction Deadline: 9/19/2021**

|  |                 |
|--|-----------------|
|  | <b>Facility</b> |
|--|-----------------|

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

**Met**

**Comment**

Please monitor bathrooms for necessary supplies.

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Met**

**Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Comment**

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

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

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**591-1-1-.10 Diapering Areas & Practices(CR)**
**Met****Comment**

Staff state proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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**591-1-1-.17 Hygiene(CR)**
**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper hand washing procedures

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**591-1-1-.20 Medications(CR)**
**Not Met****Comment**

Discussed proper medication documentation and procedures.

**Comment**

Please document N/A or none if no adverse reaction is observed.

**Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of records.

**POI (Plan of Improvement)**

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

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

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

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**591-1-1-.21 Operational Policies & Procedures**
**Not Met****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 emergency drills submitted for the year 2021 were incomplete. Fire Drills were documented for the month of March.

**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: 9/14/2021**

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**591-1-1-.27 Posted Notices**
**Met****Comment**

Observed all required posted notices.

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****Met****Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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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.

**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.

**Staff Records****Records Reviewed: 30****Records with Missing/Incomplete Components: 5**

Staff # 1

Met

Date of Hire: 08/09/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2

Met

Date of Hire: 10/16/2019

Staff # 3

Met

Date of Hire: 08/01/1999

Staff # 4

Met

Date of Hire: 10/08/2019

|  |   |
|--|---|
| Staff # 5  | Met   |
| Staff # 6  | Met   |
| Date of Hire: 02/11/2021                           |   |
| Staff # 7  | Met   |
| Date of Hire: 06/07/2021                           |   |
| Staff # 8  | Met   |
| Date of Hire: 10/01/2017                           |   |
| Staff # 9  | Met   |
| Date of Hire: 11/10/2025                           | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 10   | Met   |
| Date of Hire: 10/08/2019                           |   |
| Staff # 11   | Met   |
| Date of Hire: 08/12/2019                           |   |
| Staff # 12   | Not Met   |
| Date of Hire: 01/08/2020                           |   |
| <u>"Missing/Incomplete Components"</u>             |   |
| .31(2)(b)2.-Staff Qualifications-Education Missing |   |
| Staff # 13   | Not Met   |
| Date of Hire: 12/11/2019                           |   |
| <u>"Missing/Incomplete Components"</u>             |   |
| .14(2)-CPR missing,.14(2)-First Aid Missing        |   |
| Staff # 14   | Met   |
| Date of Hire: 02/18/2021                           |   |
| Staff # 15   | Not Met   |
| Date of Hire: 07/08/2019                           |   |
| <u>"Missing/Incomplete Components"</u>             |   |
| .14(2)-CPR missing,.14(2)-First Aid Missing        |   |
| Staff # 16   | Met   |
| Date of Hire: 01/22/2021                           |   |
| Staff # 17   | Met   |
| Date of Hire: 08/10/2021                           | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |



**Records Reviewed: 30****Records with Missing/Incomplete Components: 5**

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|  |  |
|--|--|
| Staff # 18<br>Date of Hire: 11/06/2018   | Met  |
| Staff # 19   | Met  |
| Staff # 20<br>Date of Hire: 05/11/2021   | Met  |
| Staff # 21<br>Date of Hire: 09/04/2019   | Met  |
| Staff # 22<br>Date of Hire: 08/09/2021   | Met<br><u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 23<br>Date of Hire: 07/01/2018   | Met  |
| Staff # 24<br>Date of Hire: 10/19/2019<br><u>"Missing/Incomplete Components"</u><br>.31(2)(b)2.-Staff Qualifications-Education Missing | Not Met  |
| Staff # 25<br>Date of Hire: 06/06/2021   | Met  |
| Staff # 26<br>Date of Hire: 09/01/2020<br><u>"Missing/Incomplete Components"</u><br>.14(2)-CPR missing,.14(2)-First Aid Missing        | Not Met  |
| Staff # 27<br>Date of Hire: 09/23/2019   | Met  |
| Staff # 28<br>Date of Hire: 09/20/2021   | Met<br><u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 29<br>Date of Hire: 06/17/2021   | Met  |
| Staff # 30<br>Date of Hire: 09/01/1990   | Met  |

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**Staff Credentials Reviewed: 10**

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

30 of 30 Criminal record checks were observed to be complete.

**Comment**

Director provided four file(s) for employees hired since last visit January 14, 2021.

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**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff # 3, hire date 12/11/2019, staff # 15, hire date 7/18/2019, and staff # 26, hire date 9/12/2020, didn't have evidence of a current CPR/first aid training on file on this date. Staff completed an online course that is not approved by the Department.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 10/9/2021**

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

Documentation observed of required staff training.

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**591-1-1-.31 Staff(CR)****Not Met****Finding**

591-1-1-.31(2)(b)3.(i) requires that newly hired teachers who do not possess the educational and qualifying child care experience requirements must enroll in a program of study to obtain one of the educational credentials and qualifying experience requirements as required by these rules within six months after employment at the Center and complete the credential or degree within 18 months after enrollment. It was determined based on a review of records that staff # 12, hire date January 8, 2020 and staff # 24, hire date April 19, 2021 did not have evidence of completing the required credentials within 18 months of the hire date.

**POI (Plan of Improvement)**

The Center will ensure that all teachers will comply with the educational and qualifying child care experience requirements.

**Correction Deadline: 9/30/2021****Recited on 9/9/2021**

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

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

Adequate supervision observed on this date. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

