



**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: 9/28/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:30 AM

CCLC-775

Kandy Kane Pre-School

1323 Historic Hwy 441 North Clarkesville, GA 30523 Habersham County
(706) 754-4035 kandykanelearningcenter@outlook.com

Regional Consultant

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@decal.ga.gov

Joint with: Evelyn McBurse

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			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.
09/28/2021	Licensing Study	Good Standing	
05/20/2021	Monitoring Visit	Good Standing	
03/09/2021	Incident Investigation by Phone	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
1	1L-Pre-K	PreK	2	20	C	20	C	28	C	Circle Time, Transitioning
1	1R	Infants and One Year Olds	2	9	C	12	C	NA	NA	Nap, Floor Play
1	2L-3-4 years	Two Year Olds and Three Year Olds	2	15	C	16	C	22	C	Transitioning
1	2R	One Year Olds	2	8	C	16	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 64			Total Capacity @25 sq. ft.: 79							
House	Infants	Three Year Olds and Four Year Olds	1	15	C	15	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 15			Total Capacity @25 sq. ft.: 79							
Total # Children this Date: 67			Total Capacity @35 sq. ft.: 79			Total Capacity @25 sq. ft.: 79				

Building	Playground	Playground Occupancy	Playground Compliance
1	Left	35	C
1	Right Back	34	C

Comments

An Administrative Review was conducted on September 28, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 28, 2021 with the Provider.

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

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.

- 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)

Debbie Loudermilk, Program Official

Date

Stacy Whitten, Consultant

Date

Evelyn McBurse, Consultant

Date



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Findings Report

Date: 9/28/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 11:30 AM

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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.

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Consultant discussed with provider to ensure all blanks are completely filled in on the children's enrollment applications. Please ensure information is listed for both parents, and emergency contacts, including work phone numbers and address.

Correction Deadline: 9/28/2021

Facility

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

Technical Assistance

591-1-1-.25(3) - Consultant discussed with provider to ensure all areas where chipping paint is developing are repainted, covered or repaired. Consultant discussed repairing the chipping area on the walls in the one-year-old classroom, the PreK classroom and the porch to the house.

Correction Deadline: 9/28/2021

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

Met

Comment

Playground observed to be clean and in good repair.

Comment

Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. Potential entrapment hazards in the fence surrounding the playground area. Biting and/or stinging insects (i.e. ants, bees, etc.). Loose and/or weak tree branches surrounding the playground area. Standing water in and around playground equipment after inclement weather. Fall zones and resilient surface.

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Technical Assistance

Center menu meets USDA guidelines. Please ensure drinks are noted on the menu.

Comment

Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Comment

Please ensure that infant feeding forms are updated every three months or sooner if needed.

Comment

Please monitor and ensure bottles are covered if caps are not provided by the parents each day.

Comment

Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 9/28/2021

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) **Met**

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

During the virtual walk through of the program, Consultant discussed Emergency Preparedness plans and updating them on a regular basis, as well as observed posted plans.

Comment

Program observed complete emergency drills

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

Comment

Observed all required posted notices.

Safety

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

Comment

Animals maintained clean and appropriately caged.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director/Provider on this date.

Correction Deadline: 3/9/2021

Corrected on 9/28/2021

.11(2) - Correction of the previous citation in that staff stated appropriate discipline procedures are followed. Consultant observed redirection and discussion used during the virtual visit.

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

Comment

Center does not participate in field trips at this time.

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Correction Deadline: 3/9/2021

Corrected on 9/28/2021

.30(2) - Correction of the previous citation in that consultant observed infants to sleep in cribs and follow safe sleep guidelines. Staff stated proper safe sleep procedures are followed for infant and children's nap times.

Staff Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 09/16/2015	Met
Staff # 2 Date of Hire: 01/28/2020	Met
Staff # 3 Date of Hire: 09/27/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4 Date of Hire: 06/18/2021	Met
Staff # 5 Date of Hire: 09/13/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6 Date of Hire: 09/23/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 01/01/2001	Met
Staff # 8 Date of Hire: 09/28/1986	Met
Staff # 9 Date of Hire: 10/01/2014	Met
Staff # 10 Date of Hire: 02/25/2013	Met
Staff # 11 Date of Hire: 09/20/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 08/04/2017	Met

Staff # 13

Met

Date of Hire: 09/10/2018

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. Consultant observed evidence of all employees to have satisfactory comprehensive background checks.

Comment

Director provided five file(s) for employees hired since last visit.

591-1-1-.14 First Aid & CPR

Technical Assistance

Technical Assistance

591-1-1-.14(2) - Consultant discussed with the provider to ensure all staff have evidence of up to date CPR/First Aid training within 90 days of hire and every two years. Please ensure all staff have taken the first aid portion as well as CPR.

Correction Deadline: 10/28/2021

591-1-1-.33 Staff Training

Technical Assistance

Technical Assistance

591-1-1-.33(4) - Consultant discussed with provider to ensure the Director, cook and any staff who assist with food service have evidence of taking the required four hour nutrition training.

Correction Deadline: 10/28/2021

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

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.

Comment

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