



**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:** 9/16/2022    **VisitType:** Monitoring Visit    **Arrival:** 11:10 AM    **Departure:** 2:50 PM

**CCLC-27330**

**Kid's Time Learning Academy**

567 Hamilton Holmes Dr. NW Atlanta, GA 30318 Fulton County  
 (404) 792-9933 dixonvd@bellsouth.net

**Regional Consultant**

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@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.
09/16/2022	Complaint Closure	Good Standing	
09/16/2022	Complaint Investigation & Monitoring Visit	Good Standing	
04/22/2022	Complaint Investigation & Monitoring Visit	Good Standing	

**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
I: Main	1L: A	Infants and One Year Olds	2	7	C	22	C	NA	NA	Nap
I: Main	1R: E-Front	PreK	1	11	C	23	C	NA	NA	Nap
I: Main	1R: F		0	0	C	12	C	NA	NA	Not In Use
I: Main	2L: B	Three Year Olds	1	9	C	20	C	NA	NA	Nap
I: Main	2R: D-Middle		0	0	C	23	C	NA	NA	Not In Use
I: Main	3R: C-Rear		0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			122		Total Capacity @25 sq. ft.: 0					
I: Main-Rear	2R: G		0	0	C	12	C	NA	NA	Not In Use
I: Main-Rear	3R: H	One Year Olds and Two Year Olds	2	12	C	12	C	NA	NA	Nap
I: Main-Rear	4R: I		0	0	C	17	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			41		Total Capacity @25 sq. ft.: 0					
II: Rear/Kit	J: Left		0	0	C	18	C	NA	NA	Not In Use
II: Rear/Kit	K: Right		0	0	C	15	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			33		Total Capacity @25 sq. ft.: 0					
Modular	L: Left		0	0	C	14	C	NA	NA	Not In Use
Modular	M: Right		0	0	C	20	C	NA	NA	Not In Use

	Total Capacity @35 sq. ft.: 34	Total Capacity @25 sq. ft.: 0
Total # Children this Date: 39	Total Capacity @35 sq. ft.: 230	Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

Plan of Improvement: Developed This Date 09/16/2022

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)

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Dana Dixon, Program Official

Date

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Lajuana Williams, Consultant

Date



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**Findings Report**

**Date:** 9/16/2022 **VisitType:** Monitoring Visit

**Arrival:** 11:10 AM

**Departure:** 2:50 PM

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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**

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

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

**N/A**

**Comment**

Center does not provide swimming activities.

**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)**

**Met**

**Correction Deadline: 4/22/2022**

**Corrected on 9/16/2022**

**.25(3) - Previous cite observed to be corrected this date. Please ensure tiles are flush and fitted to the ceiling.**

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

591-1-1-.17(8) - staff stated proper knowledge of the rules this date.

**Correction Deadline: 9/16/2022**

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**591-1-1-.20 Medications(CR)** **N/A**

**Comment**

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Correction Deadline: 11/28/2021**

**Corrected on 9/16/2022**

**.21(3) - previous cite corrected.**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)** **Met**

**Comment**

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

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**591-1-1-.36 Transportation(CR)** **Not Met**

**Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

It was discussed that another program provided transportation on behalf of the center. Please ensure transportation agreements stated that transportation is provided by the other program and telephone calls are made daily once the vehicles reach their final destination and both checks are conducted. Please ensure the telephone call is documented on the checklists and "n/A" is removed from the and a copy obtained at the end of the day or the next business day in the morning.

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on the Consultant's observation of a school transportation checklist for Scott Elementary the week of September 5, 2022, that a first check of the vehicle was not conducted during afternoon transportation on September 9, 2022., and staff did not sign the checklist indicating all children had exited the vehicle.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 9/17/2022**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on the Consultant's observation of a school transportation checklist for Scott Elementary the week of September 5, 2022, that a second check of the vehicle was not conducted during afternoon transportation on September 9, 2022. and staff did not sign the checklist indicating all children had exited the vehicle.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 9/16/2022**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 8**

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

Staff # 1	Met
Staff # 2	Met
Date of Hire: 02/08/2016	
Staff # 3	Met
Date of Hire: 07/01/2011	
Staff # 4	Met
Date of Hire: 09/12/2016	
Staff # 5	Met
Date of Hire: 01/09/2004	
Staff # 6	Met
Date of Hire: 07/13/2007	
Staff # 7	Met
Date of Hire: 11/01/2021	
Staff # 8	Met
Date of Hire: 09/17/2002	

**Staff Credentials Reviewed: 7**

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

**Comment**

Criminal record checks were observed to be complete.

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**591-1-1-.31 Staff(CR)** **Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<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.