



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: 1/4/2017 **VisitType:** Licensing Study **Arrival:** 8:45 AM **Departure:** 11:25 AM

CCLC-37402

Little Lambs Daycare

10510 Clara Drive Roswell, GA 30075 Fulton County
 (770) 885-6020 rwright@little-lambsdaycare.com

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802
 Fax: (678) 891-5904
 shannon.curtis@decals.ga.gov

Mailing Address
 Same

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.
01/04/2017	Licensing Study	Good Standing	
08/02/2016	Monitoring Visit	Good Standing	
05/17/2016	Initial Licensing Study	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
Main	A		0	0	C	8	C	NA	NA	Not In Use
Main	B		0	0	C	6	C	NA	NA	Not In Use
Main	C	One Year Olds and Five Year Olds	1	4	C	9	C	NA	NA	Free Play, Centers
					Total Capacity @35 sq. ft.: 23	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 4			Total Capacity @35 sq. ft.: 23			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	12	C


Comments

The purpose of this visit is to conduct a licensing study visit and to follow-up to previous visit conducted on August 2, 2016.

A one-day letter was left with the Director on this date.

Plan of Improvement: Developed This Date 01/04/2017

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).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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O.C.G.A. Section 42.1.12(j)(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@decal.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://decal.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)

Rachel Wright, Program Official

Date

Shannon Curtis, 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-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Parent Authorizations Obtained/Completed

591-1-1-.23 Parental Authorization

Met

Comment

Parent Authorizations Obtained/Completed

Facility

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

Met

Comment

Observation-No Hazards Accessible

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

Met

Comment

Observation-Clean/Good Repair

Food Service

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

Comment

Menu Meets USDA Guidelines

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Diapering requirements discussed

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

Comment

Observed-Proper Hand Washing Throughout

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

Comment

Per discussion with the Director the program dose not administer medication at this time.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. The Center did not conduct the fire drills. It was determined based on Consultant's observations the center did not conduct and document fire drills as required monthly.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 1/9/2017

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

Comment

Observed-All Notices Posted

Safety

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

Comment

No Animals Kept

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

Comment

Observed-Positive Learning Environment

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

Comment

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 2**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 01/03/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2

Not Met

Date of Hire: 01/15/2016

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. It was determined based on Consultant's review of staff files one employee did not have valid evidence of a satisfactory criminal records check on file on this date.

POI (Plan of Improvement)

The Center will ensure that valid evidence of satisfactory CRC's are maintained and are immediately available to the Department for the duration of the Employees employment plus one year.

Correction Deadline: 1/4/2017

591-1-1-.14 First Aid & CPR**Met****Comment**

Observed-100% Certified First Aid & CPR

Comment

Observed-Center/Vehicle Kits Complete

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. The center did not have documentation to show that all staff had completed orientation. It was determined based on Consultant's review of staff files that the Director did not have evidence of required orientation on file on this date.

POI (Plan of Improvement)

The center will ensure that documentation of orientation is on file for each staff member.

Correction Deadline: 1/4/2017

591-1-1-.33 Staff Training

Met

Comment

Observed - Documentation Of Training for 2016.

Comment

Health/Safety training reminder

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Discussed-Combining Mixed Ages

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Adequate Supervision