



**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:** 2/21/2017 **VisitType:** Licensing Study

**Arrival:** 10:15 AM

**Departure:** 2:35 PM

**CCLC-10049**

**Shaw Temple Learning Center**

775 Hurt Rd. Smyrna, GA 30082 Cobb County  
 (770) 874-1075 stachiacoleman@yahoo.com

**Regional Consultant**

Courtney Moody

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@dec.al.ga.gov

**Mailing Address**

P.O. Box 235  
 Mableton, GA 30126

<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.  <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.
02/21/2017	Licensing Study	Good Standing	
07/27/2016	Monitoring Visit	Good Standing	
02/24/2016	Licensing Study	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
Main	After School Room	Five Year Olds and Six Year Olds and Over	1	8	C	16	C	NA	NA	Transitioning
Main	Room A - 6wka - 1 yr	Infants	1	6	C	19	C	NA	NA	Diapering, Feeding
Main	Room B - 1 & 2 yr olds	One Year Olds	1	3	C	16	C	NA	NA	Free Play
Main	Room C - 2 yr - 3 yr olds	Two Year Olds and Three Year Olds	1	6	C	14	C	NA	NA	Nap
Main	Room D - 3 yr olds	Four Year Olds	1	7	C	21	C	NA	NA	Clean Up
Main	Room E - 4 yr olds	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	6	C	18	C	NA	NA	Free Play
Main	Room F - School Age		0	0	C	25	C	NA	NA	Not In Use
Main	Room G - 5 year olds		0	0	C	16	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 145						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 36			Total Capacity @35 sq. ft.: 145			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Area A - 6wk - 3 yr olds	30	C
Main	Area B - 3 yr to School Age	56	C

**Comments**

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).



**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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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

Stachia Morrison, Program Official

Date

Courtney Moody, Consultant

Date



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### Findings Report

**Date:** 2/21/2017    **VisitType:** Licensing Study    **Arrival:** 10:15 AM    **Departure:** 2:35 PM

#### CCLC-10049

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Not Met

#### Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that the following classrooms did not have current lesson plans: A, B, and D.

#### POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 2/21/2017**

#### Technical Assistance

Please ensure to equipment for potential hazards.

**Correction Deadline: 2/21/2017**

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

N/A

#### Comment

No Swimming Activities Provided

Facility

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

Not Met

#### Finding

591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on observation that the cabinet door under the diapering station in classroom D was missing, exposing nails.

#### POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the environment, the center will replace the cabinet door.

Correction Deadline: 2/21/2017

Recited on 2/21/2017

Correction Deadline: 2/24/2016

Corrected on 2/21/2017

.25(8) - Previous citation observed corrected.

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

Met

**Comment**

Discussed-Fluff/Redistribute Surface

**Food Service**

591-1-1-.18 Kitchen Operations

Met

Correction Deadline: 2/24/2016

Corrected on 2/21/2017

.18(3) - Previous citation corrected.

Correction Deadline: 2/24/2016

Corrected on 2/21/2017

.18(5) - Previous citation corrected.

**Health and Hygiene**

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

Technical Assistance

**Technical Assistance**

Diapering requirements discussed.

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

Met

**Comment**

Observed-Staff Remind Children Wash Hand

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

Met

Correction Deadline: 2/24/2016

Corrected on 2/21/2017

.20(3) - Previous citation corrected.

**Safety**

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

Met

**Comment**

Observed-Positive Learning Environment

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

Met

**Comment**

Observed-Complete Documentation

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

Not Met

**Comment**

Observed-Complete Documentation

**Finding**

591-1-1-.36(3)(a-c) requires the director and each staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on review of records that the director did not have documentation of transportation training on file.

**POI (Plan of Improvement)**

The center will ensure that the director, center staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 2/21/2017**

**Recited on 2/21/2017**

**Correction Deadline: 2/29/2016**

**Corrected on 2/21/2017**

**.36(4)(a) - Previous citation observed corrected.**

**Correction Deadline: 7/27/2016**

**Corrected on 2/21/2017**

**.36(4)(c) - Previous citation observed corrected.**

**Correction Deadline: 2/25/2016**

**Corrected on 2/21/2017**

**.36(7)(c)2. - Previous citation observed corrected.**

**Correction Deadline: 7/28/2016**

**Corrected on 2/21/2017**

**.36(7)(d)1. - Previous citation observed corrected.**

**Correction Deadline: 7/27/2016**

**Corrected on 2/21/2017**

**.36(7)(d)2. - Previous citation observed corrected.**

**Sleeping & Resting Equipment**

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

**Comment**

Observed-Pleasant Naptime Environment

**Staff Records**

**591-1-1-.09 Criminal Records Check(CR) Met**

**Comment**

Director provided files for two employees hired since the last visit.

**Finding**

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on review of records that the director did not successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program.

**POI (Plan of Improvement)**

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

**Correction Deadline: 3/23/2017**

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

591-1-1-.24(a) requires the center to maintain a personnel file on the director and all employees that includes the individual's name, date of birth, social security number, current address and telephone number. It was determined based on review of records that the center did not have an employment application for one staff.

**POI (Plan of Improvement)**

The center will ensure that the staff member completes identifying information is secured and on file.

**Correction Deadline: 2/26/2017****Correction Deadline: 2/29/2016****Corrected on 2/21/2017****.24(c) - Previous citation observed corrected.****Finding**

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. It was determined based on review of records that the center did not have documentation to show that three of fourteen staff had completed orientation.

**POI (Plan of Improvement)**

The center will ensure that documentation of orientation is on file.

**Correction Deadline: 2/21/2017**

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**591-1-1-.33 Staff Training****Not Met****Correction Deadline: 3/25/2016****Corrected on 2/21/2017****.33(4) - Previous citation observed corrected.****Finding**

591-1-1-.33(4) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on observation that the center did not meet this requirement in that the director did not have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

**POI (Plan of Improvement)**

The center will schedule food preparation training, as required, and follow up to ensure the training is completed.

**Correction Deadline: 3/23/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Technical Assistance**

**Technical Assistance**

Discussed-Combining Mixed Ages

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

**Met**

**Comment**

Observed-Direct Supervision/Attentive Staff