



**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: 10/13/2017 **VisitType:** Technical Assistance

Arrival: 9:15 AM

Departure: 11:50 AM

CCLC-445

Stepping Stones Child Development Center

5176 Old Norcross Rd. Norcross, GA 30071 Gwinnett County
(770) 446-2464 BILLDUNN@PRODIGY.NET

Regional Consultant

Jana Albertson

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jana.albertson@decal.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.
10/11/2017	LS POI Follow Up	Good Standing	
09/19/2017	Complaint Closure	Good Standing	
08/10/2017	Complaint Investigation Follow Up	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.

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	1L		0	0		10	C	NA	NA	
Main	1R		0	0		24	C	NA	NA	
Main	Back Right		0	0		8	C	NA	NA	
Main	Down Stairs		0	0		5	C	NA	NA	
Main	Front		0	0		10	C	NA	NA	
Total Capacity @35 sq. ft.: 57						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0						Total Capacity @35 sq. ft.: 57				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	28	C
Main	B	160	C

Comments

This visit was to conduct an Initial TA Visit.
 TA Consultant discussed with director the services that can be provided by the TA Unit.
 TA Consultant reviewed the TA Agreement with the director and the agreement was signed at this visit.
 TA Consultant and director reviewed the facility's history grid and most recent regulatory visit.
 TA Consultant provided the director with a list of the TA Training Modules for her review.
 TA Consultant conducted a "mock" walk through of the facility and introduced herself to the staff.

Scheduled next TA Visit for 11-20-17 at 9:30 am.

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. 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(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@decga.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://decga.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)

Michelle Barber, Program Official

Date

Jana Albertson, Consultant

Date



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Activities and Equipment

Rule: 591-1-1-.12(1)Equipment/Furniture/Materials-Safe/Appropriate Use

Plan of Improvement: Director will ensure equipment and materials are used in a safe manner and according to manufacturer's directions beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will order by 10-16-17 safety straps to replace the missing straps in the feeding table in the Infant classroom.	Director	10/16/2017	Developed			

Rule: 591-1-1-.12(4)Equipment/Furniture-Secured

Plan of Improvement: Director will monitor facility on a weekly basis to ensure furniture and equipment are properly secured beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will add extra strength Velcro to the television in the three year old classroom to secure it to its stand by 10-16-17.	Director	10/16/2017	Developed			

Rule: 591-1-1-.25(13)Indoor Storage-Hazards

Plan of Improvement: Staff will monitor classrooms on a daily basis to ensure no hazardous items are accessible to children beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff in the Pre-K classroom will store pump soap which contains the wording "Keep Out of the Reach of Children" on top of the paper towel dispenser to prevent access by children beginning 10-13-17.	Staff	10/13/2017	Developed			
2	Staff in the Pre-K classroom will supervise children when washing hands using the Antibacterial Soft Soap beginning 10-13-17.	Staff	10/13/2017	Developed			
3	Staff using the girl's bathroom in the hallway will supervise children when washing hands using the Antibacterial Soft Soap beginning 10-13-17.	Staff	10/13/2017	Developed			
4	Staff who use the girl's bathroom in the hallway will store pump soap which contains the wording "Keep Out of the Reach of Children" in an area which is inaccessible to children beginning 10-13-17.	Staff	10/13/2017	Developed			
5	Director will remove the broken mirror on the side of the shelf behind the entrance door in the Infant classroom to eliminate the hazard it poses by 10-16-17.	Director	10/16/2017	Developed			

Rule: 591-1-1-.25(3)Clean, free of debris, good repair

Plan of Improvement: Director will monitor facility to ensure it is clean, free from debris and repairs beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will schedule by 10-16-17 with owner to have non-working bathroom vent in the three year old classroom repaired.	Director	10/16/2017	Developed			

Rule: 591-1-1-.26(4)Fence-playground

Plan of Improvement: Director will monitor playground fencing to ensure it is free from hazards and gates are closed beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will schedule with owner by 10-16-17 to have gate leading from side playground to facility's front yard repaired where it will not close and lock.	Director	10/16/2017	Developed			
2	Director will schedule with owner by 10-16-17 to have screws on fence gate, which leads from side playground to back playground, cut to ensure no more than two threads of the screw are exposed.	Director	10/16/2017	Developed			
3	Director will schedule with owner by 10-16-17 to have 8" gap, which exists outside the Pre-K door on the A/C fencing, closed to measure no more than 3 1/2" to eliminate the entrapment gap it poses.	Director	10/16/2017	Developed			

Rule: 591-1-1-.26(6)Equipment-outdoor

Plan of Improvement: Director will monitor playground equipment on a weekly basis to ensure it poses no hazards beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will schedule with owner by 10-16-17 to have chipping paint on the swing frame of swings on the back playground sanded and painted.	Director	10/16/2017	Developed			
2	Director will schedule with owner by 10-16-17 to have connectors at top of swing chains and at swing seats, on the swing set on the back playground, painted to eliminate the rusting that is present.	Director	10/16/2017	Developed			
3	Director will schedule with owner by 10-16-17 to have peeling paint on the train engine and cars, on the back playground, scraped and repainted.	Director	10/16/2017	Developed			

Rule: 591-1-1-.26(8)Fall Zones and Surfacing

Plan of Improvement: Director will monitor resilient surfacing on a weekly basis to ensure the correct depth is maintained within the fall zones of the playground equipment beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will have the resilient surfacing within the fall zones of the swings on the back playground fluffed and redistributed to ensure the correct depth of 6" is maintained at all times beginning 10-13-17.	Director	10/13/2017	Developed			
2	Director will have mulch added to the fall zones of the green dome climber on the back playground to ensure the correct depth is maintained by 10-16-17.	Director	10/16/2017	Developed			

Rule: 591-1-1-.07(5)Pacifiers and other attachments around neck

Plan of Improvement: Staff will monitor to ensure no hazardous items are around the neck or attached to children's clothing beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff will remove the pacifier string which is attached to child's clothing and refrain from using the string which child is at childcare beginning 10-13-17.	Staff	10/13/2017	Developed			

Rule: 591-1-1-.10(4)Diaper Changing surface

Plan of Improvement: Director will ensure diapering surface is non-porous and easily cleaned beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will remove the current diapering pads in the two year old and Infant classrooms which have the quilted design and are porous by 10-13-17.	Director	10/13/2017	Developed			

Health and Hygiene

Rule: 591-1-1-.20(4)Medication-Storage

Plan of Improvement: Staff will monitor classrooms on a daily basis to ensure medications are not accessible to children beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Staff in the Infant classroom will remove the tube of A & D diaper ointment from the diaper bag hanging on the hook which is accessible to children by 10-13-17.	Staff	10/13/2017	Developed			

Sleeping & Resting Equipment

Rule: 591-1-1-.30(1)(b)1Cot and mat construction

Plan of Improvement: Director will ensure mats used for sleeping are in sound condition beginning 10-13-17.

Step Number	Action Step	Person Responsible	Due Date	Status	Completion Date	Action Taken	Action Date
1	Director will remove the mats with exposed foam in the two year old and Infant classrooms by 10-13-17.	Director	10/13/2017	Developed			