



**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:** 9/18/2020    **VisitType:** Complaint Closure from visit on 08/31/2020    **Arrival:** 11:35 AM    **Departure:** 12:35 PM

**CCLC-37402**

**Little Lambs Daycare**

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

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

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emma.smith@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:**

Compliance Zone Designation		
09/18/2020	Complaint Closure	Good Standing
08/31/2020	Complaint Investigation Follow Up	Good Standing
02/27/2020	Monitoring Visit	Good Standing

**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.

**Comments**

The purpose of this visit was to conduct a complaint investigation and follow up to the previous visit on February 27, 2020.

**Advisement of Potential for Repeated Rule Violations during Pending Investigations**

This report shall serve as official notice of potential rule violations. These potential rule violations have been detailed in this report and discussed with you by the consultant. The department shall conduct a thorough investigation to determine if in fact the alleged rule violation(s) should or should not be substantiated. Please be aware that the investigation may take some time to be finalized to ensure fairness and accuracy. During this investigation period, any violations of an identical rule or rules will require the department to treat any and all substantiated rule violations identified in the investigation as repeated rule violation(s).

Further, from time to time the department discovers additional rule violations during the course of an investigation. If there are new rule violation(s), your consultant shall inform you of the violation(s) as soon as possible. However, as stated above, any violations of identical rule(s) will require the department to treat any and all additional rule violations identified in the investigation as repeated rule violations.

All rule violations found in relation to a complaint or incident investigation will be associated with the date the investigation was closed.



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.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

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.

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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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.

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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)

I have read and understand the Rules and Regulations for Child Care Learning Centers, 591-1-1. I acknowledge that the items noted in this report have been discussed with me and I have agreed to a Plan of Improvement (POI) as indicated in this report. I understand that correction of these deficiencies, while required, will not necessarily prevent DECAL from taking adverse action against this facility. I understand that if I disagree with any of the deficiencies cited, I have the right to refute them on this report or any other form that I choose to send to Child Care Services.

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Rachel Wright, Program Official

Date

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Emma Smith , Consultant

Date



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### Summary Report

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The following information is associated with a Complaint Closure:

**Safety**

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

**Not Met**

**Finding Associated with Complaint**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined that on July 13, 2020, center staff transported three children, ages five, six and nine-years old in a center staff's personal vehicle that did not have an annual safety check on file.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 9/18/2020**

**Finding Associated with Complaint**

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined that on July 13, 2020, center staff dropped three children, ages five, six and nine-years old, off at a location when there was no parental agreement to transport to the parent's place of employment.

**POI (Plan of Improvement)**

The Center will obtain the required written parental authorization.

**Correction Deadline: 8/31/2020**

**Finding Associated with Complaint**

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined that on July 13, 2020, center staff transported three children, ages five, six and nine-years old, to a location with no transportation plan or checklist used during transportation.

**POI (Plan of Improvement)**

The Center will maintain a passenger checklist as required.

**Correction Deadline: 8/31/2020**

**Finding Associated with Complaint**

591-1-1-.36(9) requires the Center to be responsible for the child from the time and place the child is picked up until the child is delivered to his or her Parent(s) or responsible person designated by Parent(s). A child shall not be dropped off at any location where there is no one present authorized to receive the child. It was determined that on July 13, 2020, center staff dropped three children, ages five, six and nine, off to a location of which no designated person was present to receive the children. It was determined based on review of records that there was no transportation agreement for the center to transport the children to the parent's job. The transportation agreement on file reflected that the three children are only to be transported from school to the childcare center. It was determined that the children were left in the care of a person who was not on the authorization to release(receive) the children for approximately thirty minutes at an unknown location until retrieved by the parent.

**POI (Plan of Improvement)**

The Center will ensure that a child is not dropped off at a location where there is no one present authorized to receive the child.

**Correction Deadline: 9/18/2020**

**Staff Records**

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

**Not Met**

**Finding Associated with Complaint**

591-1-1-.31(13) prohibits Center Staff from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center and requires Center staff to comply with all applicable laws and regulations. It was determined that on July 13, 2020, center staff transported three children ages, five, six, and nine-years old with no authorization to the parent's place of work. The program was not in compliance with the Executive Order issued on July 12, 2020, which states that children can only be transported during COVID-19 to home/center or school/center.

**POI (Plan of Improvement)**

The Center will ensure that all Staff comply with all applicable laws and regulations.

**Correction Deadline: 7/13/2020**

**Staffing and Supervision**

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

**Not Met**

**Finding Associated with Complaint**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined that on July 13, 2020, center staff failed to provide watchful oversight for three children, ages five, six and nine-years old, when the children were left alone in the lobby of the parent's workplace for approximately thirty minutes at the receptionist desk before being retrieved by the parent.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 9/18/2020**