



**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:** 9/5/2017      **VisitType:** Monitoring Visit      **Arrival:** 10:10 AM      **Departure:** 12:10 PM

**CCLC-38859**

**Keeping It Positive Learning Academy**

1920 Veterans Memorial Hwy Austell, GA 30168 Cobb County  
(770) 672-7800 kiplafoundation@gmail.com

**Regional Consultant**

Alison Benson

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alison.benson@decal.ga.gov

**Mailing Address**

Same

<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.
09/05/2017	Monitoring Visit	Good Standing	
05/09/2017	Licensing Study	Good Standing	
11/16/2016	Monitoring Visit	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	A-1st Right	One Year Olds and Two Year Olds	1	4	C	15	C	NA	NA	Clean Up
Main	B - 3's - 2nd Right	Three Year Olds	1	7	C	18	C	NA	NA	Story
Main	C- 4's- 1st Left	PreK	2	23	C	30	C	NA	NA	Outside
Main	D- 4's Back	PreK	2	20	C	33	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 96						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 54			Total Capacity @35 sq. ft.: 96			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	10	C
Main	Playground B	24	C

**Comments**

Fingerprint letters observed for all staff.

Plan of Improvement: Developed This Date 09/05/2017

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).



**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@decga.gov](mailto: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)

Rebecca Moon, Program Official

Date

Alison Benson, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

<b>Activities and Equipment</b>
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**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

Observed-Variety Throughout Center

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

**N/A**

**Comment**

No Swimming Activities Provided

<b>Children's Records</b>
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**Records Reviewed: 3**

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

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(c)-Address of Release Person Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(c)-Address of Release Person Missing	

**Finding**

Previously Cited: 591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person (s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of children's records that three of five records did not include the address of the release person(s) listed on the application and one of five records did not include the work address for a parent that was listed on the application.

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of children's records, that two of the three records did not include the address(s) of the release person (s).

**POI (Plan of Improvement)**

Previously Cited: Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

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**Correction Deadline: 9/19/2017**

**Recited on 9/5/2017**

	<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed Capacity Routinely Met

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.25 - Reminder-Keep Hazards Inaccessible.

**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the following items were observed to be in need of repair:

On Playground B two seats were observed to be broken on the red round about. Further, one seat was observed to be unattached to the base on the blue see saw.

**POI (Plan of Improvement)**

Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 9/19/2017**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Per owner, no diapered children enrolled.

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

Observed-Proper Hand Washing.

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

Per owner, no medication is being dispensed at this time.

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

Observed-Discussion/Redirection

**591-1-1-.13 Field Trips(CR)****N/A****Comment**

No Field Trips at This Time

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

Observed-Complete Documentation

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Correct number of mats; disinfecting discussed

<b>Staff Records</b>
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**Records Reviewed: 10****Records with Missing/Incomplete Components: 5**

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Staff # 1 Date of Hire: 07/24/2017	Met
Staff # 2 Date of Hire: 01/23/2017 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 3 Date of Hire: 05/04/2017 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate, .33(2)-Health & Safety Certificate	Not Met
Staff # 4 Date of Hire: 04/16/2016 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 5 Date of Hire: 12/19/2010	Met
Staff # 6 Date of Hire: 07/24/2017	Met
Staff # 7 Date of Hire: 03/15/2017	Met
Staff # 8 Date of Hire: 10/11/2014 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate, .33(2)-Health & Safety Certificate	Not Met
Staff # 9 Date of Hire: 07/31/2017 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 10 Date of Hire: 03/21/2008	Met

**Staff Credentials Reviewed: 10**

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

**Comment**

Criminal Records Check complete

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**591-1-1-.33 Staff Training**

**Not Met**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of staff records that five employees did not have evidence of completion of the Health and Safety training.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 9/20/2017**

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

**Not Evaluated**

**Comment**

Lead staff education requirements will be reviewed at next regulatory visit.

**Staffing and Supervision**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Adequate Supervision