



**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:** 10/21/2020 **VisitType:** Licensing Study

**Arrival:** 11:40 AM

**Departure:** 1:00 PM

**CCLC-448**

**Stepping Stones Child Care - Free Home**

11930 Cumming Highway Canton, GA 30115 Cherokee County  
 (770) 844-7795 steppingstones@etcm.com

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@decal.ga.gov

**Mailing Address**

201 Little River Farms Trail  
 Canton, GA 30115

**Quality Rated:** ★ ★

<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.
10/21/2020	Licensing Study	Good Standing	
12/17/2019	Licensing Study	Good Standing	
04/30/2019	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	A1- Left Hallway Left	Infants	2	3	C	16	C	NA	NA	Floor Play,Feeding
Main	B- Left Hallway 3rd right room	One Year Olds	2	8	C	13	C	NA	NA	Outside
Main	C- Left Hallway 2nd right	Two Year Olds	2	8	C	14	C	NA	NA	Free Play
Main	D-Left side 1st Rt. Pre-k	PreK	2	13	C	21	C	29	C	Centers
Main	E- 2 R Right Side Back Three's	Three Year Olds	2	14	C	32	C	NA	NA	Transitioning,Out side,Clean Up
Main	F- Front Right 1R Pre-k	PreK	2	10	C	26	C	37	C	Centers

Total Capacity @35 sq. ft.: 122

Total Capacity @25 sq. ft.: 141

Total # Children this Date: 56

Total Capacity @35 sq. ft.: 122

Total Capacity @25 sq. ft.: 141

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A Infant	46	C
Main	Playground B Middle	64	C
Main	Playground C Right	83	C

### Comments

An Administrative Review was conducted on October 21, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 5, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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).



Please refer to the website, <http://www.dec.al.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.

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



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>

Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Tonya Barrett, Program Official

Date

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Rachael Brown, Consultant

Date



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### Findings Report

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#### CCLC-448

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.12 Equipment & Toys(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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

N/A

#### Comment

Center does not provide swimming activities.

### Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

#### Comment

Records were observed to be complete and well organized.

### Facility

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**591-1-1-.06 Bathrooms** **Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Bathrooms observed to be clean and well maintained.

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**591-1-1-.19 License Capacity(CR)** **Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center during the virtual walk through.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

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**Health and Hygiene**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director and staff on this date. During the virtual walk through the diapering area was observed and staff displayed proper knowledge of the rules and regulations

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director on this date. Staff stated proper knowledge of appropriate times for hand washing. Liquid soap and paper towels were observed accessible in the restroom area

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

**Correction Deadline: 12/17/2019**

**Corrected on 10/21/2020**

**.20(1) - Citation observed to be corrected on this date. Parental medication authorization was observed to be complete.**

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**Policies and Procedures**

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**591-1-1-.29 Required Reporting** **Met**

**Comment**

Thank you for reporting as required.

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**Safety**

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**591-1-1-.05 Animals** **N/A**

**Comment**

Center does not keep animals on premises.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director and staff on this date. Staff were observed to maintain a positive learning environment on this date.

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

**Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)** **N/A**

**Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. SIDS and infant sleeping position was discussed. Cribs were observed to be in good repair. Staff stated placing infants to sleep on their backs and letting infants roll over on their own with no items in the cribs. Cots and mats were observed to be in good repair. Individual sheets and blankets were observed to be stored separately.

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**Staff Records**

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**Records Reviewed: 24**

**Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Date of Hire: 05/01/2000

Staff # 2 Met

Date of Hire: 01/27/2020

Staff # 3 Met

Date of Hire: 05/09/2011

Staff # 4 Met

Date of Hire: 09/30/2019

Staff # 5 Met

Date of Hire: 05/20/2019

Staff # 6 Met

Date of Hire: 07/25/2018

Staff # 7 Met

Date of Hire: 09/19/2018

Staff # 8 Met

Date of Hire: 07/06/2020

Staff # 9 Met

Date of Hire: 03/27/2001

Staff # 10 Met

Date of Hire: 01/28/2013

Staff # 11 Met

Date of Hire: 08/21/2020

Staff # 12 Met

Date of Hire: 10/08/2019

Staff # 13 Met

Date of Hire: 10/25/2018

Staff # 14 Met

Date of Hire: 03/13/2019

Staff # 15 Met

Date of Hire: 06/08/2016

Staff # 16 Met

Date of Hire: 09/19/2018

Staff # 17 Met

Date of Hire: 10/22/2018

Staff # 18 Met

Date of Hire: 10/26/2020

Staff # 19 Met

Date of Hire: 07/27/2020

Staff # 20 Met

Date of Hire: 07/25/2018

Staff # 21 Date of Hire: 08/10/2020	Met
Staff # 22 Date of Hire: 08/29/2017	Met
Staff # 23 Date of Hire: 05/22/2018	Met
Staff # 24 Date of Hire: 06/24/2019	Met

**Staff Credentials Reviewed: 9**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided seven files for employees hired since last visit.

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

**Comment**

Complete first aid kits observed in center during the virtual walk through.

**Comment**

Evidence observed of requested center staff certified in First Aid and CPR.

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

**Correction Deadline: 1/16/2020**

**Corrected on 10/21/2020**

**.33(3) - Citation observed to be corrected on this date. Consultant observed the requested number of staff to have required annual training for 2019.**

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

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

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**Staffing and Supervision**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio was observed.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.