



**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:** 2/27/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:50 AM    **Departure:** 12:30 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**

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@dec.al.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.
02/27/2018	Monitoring Visit	Good Standing	
08/15/2017	Licensing Study	Good Standing	
03/29/2017	Complaint Investigation Follow Up	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 and One Year Olds	1	4	C	16	C	NA	NA	Nap,Free Play
Main	A2 Hallway Inset		0	0	C	5	C	NA	NA	Not In Use
Main	B- Left Hallway 3rd right room	One Year Olds	1	5	C	13	C	NA	NA	Transitioning
Main	C- Left Hallway 2nd right	Two Year Olds	1	7	C	14	C	NA	NA	Centers
Main	D-Left side 1st Rt. Pre-k	Four Year Olds and Five Year Olds	2	12	C	21	C	29	C	Transitioning
Main	E- 2 R Right Side Back Three's	Three Year Olds and Four Year Olds	2	12	C	32	C	NA	NA	Lunch
Main	F- Front Right 1R Pre-k	PreK	2	16	C	26	C	37	C	Outside

Total Capacity @35 sq. ft.: 127

Total Capacity @25 sq. ft.: 146

Total # Children this Date: 56

Total Capacity @35 sq. ft.: 127

Total Capacity @25 sq. ft.: 146

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**

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.

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@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.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

Tonya Barrett, Program Official

Date

Karyn Presley, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

### Health and Hygiene

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Met****Correction Deadline: 8/20/2017****Corrected on 2/27/2018****.21(3) - Previous citation was observed to be corrected in that emergency drills were observed complete on this date**

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**Safety**

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

**Comment**

Complete documentation of transportation observed for last field trip

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 17****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Staff # 2

Met

Staff # 3

Met

Date of Hire: 10/26/2017

Staff # 4

Met

Date of Hire: 08/23/2013

**Records Reviewed: 17**

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

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Staff # 5	Met
Staff # 6	Met
Date of Hire: 05/09/2011	
Staff # 7	Met
Date of Hire: 06/08/2016	
Staff # 8	Met
Date of Hire: 01/28/2013	
Staff # 9	Met
Date of Hire: 02/21/2018	
Staff # 10	Met
Staff # 11	Met
Date of Hire: 07/27/2017	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 02/05/2018	
Staff # 14	Met
Date of Hire: 02/19/2018	
Staff # 15	Met
Date of Hire: 03/27/2001	
Staff # 16	Met
Date of Hire: 02/02/1997	
Staff # 17	Met
Date of Hire: 04/28/2017	

**Staff Credentials Reviewed: 17**

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

**Met**

**Comment**

Criminal records checks were observed to be complete.

**Comment**

Director provided six files for employees hired since last visit.

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

**Met**

**Comment**

Health and Safety Training was observed for staff

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

**Met**

**Comment**

Center staff were observed to comply with all applicable laws and regulations

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.