



**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:** 12/10/2020 **VisitType:** Monitoring Visit

**Arrival:** 12:55 PM

**Departure:** 1:50 PM

**CCLC-48490**

**First Steps Academy Preschool LLLP**

317 W 32nd Street Savannah, GA 31401 Chatham County  
 (912) 238-0105 fstepsacademy@yahoo.com

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

Fax: (706) 806-0406

stacey.foston@decal.ga.gov

**Mailing Address**

Same

**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.
12/10/2020	Monitoring Visit	Good Standing	
06/01/2020	Licensing Study	Good Standing	
10/24/2019	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	A, front	Four Year Olds and Six Year Olds and Over	1	13	C	13	C	NA	NA	Nap
Main	B, back	Infants and One Year Olds	1	6	C	6	C	NA	NA	Nap
Main	C, Right		0	0	C	6	C	NA	NA	
Total Capacity @35 sq. ft.:			25			Total Capacity @25 sq. ft.: 0				
Total # Children this Date:			19			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	22	C

**Comments**

A virtual inspection was conducted on December 10, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 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.state.ga.us/CCS/Regulations.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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

Renee Campbell, Program Official

Date

Stacey Foston, 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 Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing of toys and equipment due to the COVID-19 pandemic were also discussed.

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

**N/A**

**Comment**

Center does not provide swimming activities.

### Children's Records

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

**Met**

**Correction Deadline: 6/12/2020**

**Corrected on 12/10/2020**

**.08(1) - The previous citation was observed to be corrected.**

### Facility

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on this date, the Licensed capacity observed to be met by center.

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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. No hazards were observed accessible to the children during the virtual walkthrough on this date. The center will be mindful to keep items that may pose a hazard inaccessible to the children.

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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 was observed to be clean and in good repair.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 12/10/2020****Technical Assistance**

591-1-1-.15(7) - Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

**Correction Deadline: 12/10/2020**

<b>Health and Hygiene</b>
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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. Discussed diapering procedures with the director.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on this date, handwashing supplies were observed at all sinks. Discussed hand washing requirements with the director.

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

The Provider currently does not dispense/administer medication.

<b>Safety</b>
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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 not directly observed during the virtual walk through. The center's discipline policy and practices were discussed with the director.

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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****Correction Deadline: 10/24/2019****Corrected on 12/10/2020**

.30(1)(a)3 - The previous citation was observed to be corrected. During the virtual visit, the consultant observed tight fitting sheets on all the crib mattresses. The center is using sheet straps under the mattresses to ensure the sheets are tight fitting.

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**Staff Records**

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**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 08/01/1996

Staff # 2

Met

Date of Hire: 10/03/2000

Staff # 3

Met

Date of Hire: 11/20/2017

Staff # 4

Met

Date of Hire: 02/02/2016

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**Staff Credentials Reviewed: 1**

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

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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**591-1-1-.33 Staff Training****Defer****Correction Deadline: 7/15/2020****Corrected on 12/10/2020**

.33(4) - The previous citation has been corrected. Observed documentation of food preparation training during the virtual visit.

**Defer**

591-1-1-.33(5)-Annual training for the year 2019 was evaluated on June 1, 2020. Annual training for the year 2020 will be evaluated during the first visit of the new year.

**POI (Plan of Improvement)**

The center will ensure that the all staff completes 10 hours of training by December 31, 2020. The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/31/2020**

**Correction Deadline: 6/11/2020**

**Corrected on 12/10/2020**

**.33(6) - The previous citation has been corrected. Observed documentation of training during the virtual visit.**

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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 August 15, 2020.

**Correction Deadline: 6/30/2020**

**Corrected on 12/10/2020**

**.31(2)(a) - The previous citation was observed to be corrected. The center has designated lead teachers for each classroom. Observed documentation that the teachers are enrolled in a program to obtain the required credential.**

**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 on this date, the center was observed to maintain appropriate staff:child ratios.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.32 - Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision was observed during the virtual walkthrough on this date.