



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: 4/30/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 2:45 PM **Departure:** 6:00 PM

CCLC-497

Rising Stars Kids Academy

6224 Hillandale Dr. Lithonia, GA 30058 DeKalb County
 (770) 981-8411 elainemar_palmer@yahoo.com

Regional Consultant

Roslyn Williams

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Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation		
04/30/2018	Complaint Investigation & Licensing Study	Good Standing
10/17/2017	Monitoring Visit	Good Standing
06/30/2017	Complaint Closure	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.

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	B-2nd Right rear - 3 y/o	Three Year Olds	1	9	C	13	C	NA	NA	Snack
Main	BLDG-III-4th Left- 3 y/o		0	0	C	21	C	30	C	Not In Use
Main	3rd Left-Additon Pre-K- A		0	0	C	22	C	30	C	Not In Use
Main	A-1st Right Frnt- 3 y/o	Two Year Olds	1	8	C	13	C	NA	NA	Transitioning,Snack
Main	C-Mid Frnt- Office		0	0	C	9	C	NA	NA	Not In Use
Main	D-2nd Left Back Room- 0-12 mos	Infants	1	5	C	18	C	NA	NA	Snack,Free Play
Main	E-lower level- Downstairs-4+	Five Year Olds	1	17	C	26	C	36	C	Transitioning,Homework
Main	F- Bldg-II-Pre-K-House		0	0	C	25	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 147

Total Capacity @25 sq. ft.: 174

Total # Children this Date: 39

Total Capacity @35 sq. ft.: 147


Total Capacity @25 sq. ft.: 174

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Right	62	C

Comments

Plan of Improvement: Developed This Date 04/30/2018

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 . 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@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	

Elaine Palmer, Program Official

Date

Roslyn Williams, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.03 Activities**Not Met****Finding**

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined that the lesson plans in the infant, two, and three year old rooms did not have the current week's date listed.

POI (Plan of Improvement)

The Center will plan a program that includes a variety of developmentally appropriate activities that are provided daily, train Staff to use various teaching methods, and monitor both.

Correction Deadline: 4/30/2018

591-1-1-.12 Equipment & Toys(CR)**Not Met****Comment**

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

Finding

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined based on observation that two children were not buckled in high chairs while seated in them.

POI (Plan of Improvement)

The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage.

Correction Deadline: 4/30/2018

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

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 1**

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers,.08(1)-Emergency Contact information Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Please ensure that complete documentation is on file.

Facility

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

Rooms observed were within capacity limitations.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined that containers of bleach and glass cleaner were accessible to children in an unlocked cabinet in the downstairs room.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/30/2018**Recited on 4/30/2018****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined that chipped paint was accessible to children along the walls and window sills in the infant, three, and after school rooms. A hole that measured three inches wide was on the right wall in the after school room. The large rug on the right side of the infant room had stains on it. The overhead light in the boy's downstairs bathroom was not functioning.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 5/11/2018

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 there was chipped paint throughout the play structures on the large playground and a broken piece of wood was located on the top landing of the red slide.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 5/10/2018

Finding

591-1-1-.26(7) requires that climbing and swinging equipment be anchored. It was determined based on observation that a piece of wood on the base seat of the red slide was not properly anchored.

POI (Plan of Improvement)

The Center will remove or repair equipment that is not anchored and will regularly inspect the equipment to ensure it remains anchored.

Correction Deadline: 5/10/2018

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that the resilient surface under the large play structures measured less than six inches.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 5/11/2018

Recited on 4/30/2018

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there was overgrown brush and trees near the patio area of the large playground and the back fence on the toddler playground. There were used cups on the ground in the right corner of the toddler playground and a large nail that measured four inches long was protruding from the right PVC pipe on toddler playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 5/4/2018

Recited on 4/30/2018

Food Service

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

Not Met

Technical Assistance

591-1-1-.15(1) - Please ensure that menu guidelines are followed.

Correction Deadline: 4/30/2018

Finding

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that children in the two year old room were eating bags of chips and drinking milk for P.M. snack. The menu posted for April 30, 2018 indicated that peaches and lowfat milk were to be served for P.M. Snack.

POI (Plan of Improvement)

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 5/1/2018

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

No medication administered per Director.

Safety

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

Met

Comment

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

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

Not Met

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that this information was not documented for four of five records reviewed.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 5/1/2018

Correction Deadline: 10/17/2017

Corrected on 4/30/2018

.36(7)(d)2. - All required signatures were documented.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 4

Staff # 1 Met

Date of Hire: 08/15/2015

Staff # 2 Not Met

Date of Hire: 04/01/1996

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 3 Not Met

Date of Hire: 09/09/2016

"Missing/Incomplete Components"

.24(1)-Education Experience Missing

Staff # 4 Not Met

Date of Hire: 07/19/2016

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 5 Not Met

Date of Hire: 11/27/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 6 Met

Date of Hire: 08/11/2009

Staff # 7 Met

Date of Hire: 01/21/1995

Staff Credentials Reviewed: 7

591-1-1-.09 Criminal Records Check(CR)**Met****Correction Deadline: 10/17/2017****Corrected on 4/30/2018****.09(1)(g) - Satisfactory determination records on file.**

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 records that this information was not documented for three staff persons.

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: 5/11/2018**Recited on 4/30/2018****Finding**

Previously Cited: 591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on review of records that this information was not documented for two staff persons.

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that this information was not documented for two staff persons.

POI (Plan of Improvement)

Previously Cited: The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

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: 12/31/2018**Recited on 4/30/2018**

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

Credentials on file for staff.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

Comment

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