



**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:** 12/21/2020 **VisitType:** Licensing Study

**Arrival:** 9:30 AM

**Departure:** 10:45 AM

**CCLC-51399**

**A Fun Time-Out**

4650 Jimmy Carter Blvd. Suite 111-113 Norcross, GA 30093 Gwinnett County  
 (770) 559-3258 bdavis@afuntimeout.com

**Mailing Address**  
 Same

**Regional Consultant**

Leena Mitchell

Phone: (706) 433-7111

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leena.mitchell@decal.ga.gov

Joint with: Margarita Collier

**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.
12/21/2020	Licensing Study	Good Standing	
12/07/2020	Complaint Investigation by Phone	Good Standing	
12/02/2020	Complaint Investigation by Phone	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 Left	Infants and One Year Olds	1	6	C	14	C	NA	NA	Free Play
Main	B-2nd Left	Three Year Olds and Four Year Olds	2	16	C	34	C	NA	NA	Circle Time
Main	C-3rd Back Left		0	0	C	9	C	NA	NA	Not In Use
Main	D-Middle	Three Year Olds and Five Year Olds	1	3	C	7	C	NA	NA	Centers
Main	F-1st Right Side		0	0	C	9	C	NA	NA	Not In Use
Main	G-Far back right		0	0	C	9	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 82

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 25

Total Capacity @35 sq. ft.: 82

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance

**Comments**

An Administrative Review was conducted on December 18, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 21, 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).





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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(2) - Consultant discussed with provider that current lesson plans should be posted and dated.

**Correction Deadline: 12/21/2020**

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

**Met**

**Comment**

Discussed adding equipment and toys to enhance variety.

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**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: 0**

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

Child # 5

Met

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

**Technical Assistance**

**Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

**Technical Assistance**

591-1-1-.08(1) - Consultant discussed with provider to ensure that parents complete the address for the release to persons.

**Correction Deadline: 12/21/2020**

**Facility**

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

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

**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**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26 - Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fluff and redistribute resilient surface as needed.

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines. Consultant discussed with provider that whole grains needed to be served at least once per day, to indicate whole grain food items on the menu and to notate when water is served.

**Comment**

Please ensure the following components are documented on the center's menus: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decalfga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

**Met**

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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**591-1-1-.07 Children's Health**

**Not Met**

**Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that one child had a pacifier attached to their jacket with a string in classroom A 1st Left. The provider removed the attached pacifier during the virtual visit.

**POI (Plan of Improvement)**

The Center will instruct Staff regarding this safety requirement.

**Correction Deadline: 12/21/2020**

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**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 stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

**Met**

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

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**591-1-1-.22 Parental Access**

**Met**

**Comment**

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

**Correction Deadline: 12/21/2020**

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**591-1-1-.27 Posted Notices**

**Met**

**Comment**

Observed all required posted notices.

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

Discussed reporting requirements.

**Comment**

Thank you for reporting as required.

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**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Staff stated proper discipline procedures during the virtual visit.

**Correction Deadline: 12/1/2020****Corrected on 12/21/2020****.11(2) - The consultant observed the previous citation to be corrected in that the consultant observed a positive learning environment during the virtual visit.**

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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

Discussed SIDS and infant sleeping position. Staff stated proper safe sleep policies and procedures during the virtual visit.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Technical Assistance**

591-1-1-.30(1)(a)3 -Consultant discussed with provider that the crib sheets should be washed and changed daily.

**Correction Deadline: 12/21/2020**

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**Staff Records**

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**Records Reviewed: 15****Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 10/12/2020

Staff # 2

Met

**Records Reviewed: 15****Records with Missing/Incomplete Components: 1**

Date of Hire: 09/08/2020

Staff # 3

Met

Date of Hire: 12/07/2020

Staff # 4

Met

Date of Hire: 10/12/2019

Staff # 5

Met

Date of Hire: 09/08/2020

Staff # 6

Met

Date of Hire: 10/04/2020

Staff # 7

Met

Date of Hire: 09/14/2020

Staff # 8

Met

Staff # 9

Not Met

Date of Hire: 08/21/2020

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 10

Met

Date of Hire: 09/17/2020

Staff # 11

Met

Date of Hire: 09/08/2020

Staff # 12

Met

Date of Hire: 09/05/2020

Staff # 13

Met

Date of Hire: 10/19/2020

Staff # 14

Met

Date of Hire: 01/27/2020

Staff # 15

Met

Date of Hire: 09/14/2020

**Staff Credentials Reviewed: 4****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met**

**Comment**

The director provided one file for staff member hired since the previous visit was conducted on November 19, 2020. The consultant observed one of one newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

**Correction Deadline: 11/20/2020**

**Corrected on 12/21/2020**

**.09(1)(d) - The consultant observed the previous citation to be corrected in the consultant observed evidence of all staff members to have a satisfactory Comprehensive record check determination letter on file.**

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

**Met**

**Comment**

Criminal records checks were observed to be complete.

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

**Not Met**

**Technical Assistance**

591-1-1-.14 - The consultant discussed first aid and CPR requirements with the director:

- Ensure that all newly hired staff members complete the required first aid and CPR training within 90-days of their date of hire.
- CPR training must a hands-on training component. Online only CPR training will not be accepted by the department.

**Comment**

Complete first aid kits observed in center.

**Comment**

Please be mindful of training expiration dates.

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. . It was determined based on review of records that staff member #9 with a documented date of hire of August 21, 2020 did not obtain CPR training within the first 90-days of their date of hire.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 1/20/2021**

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

**Met**

**Comment**

Documentation observed of required staff training.

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Comment**

Staff observed to be compliant with applicable laws and regulations. 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.

**Staffing and Supervision**

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

Center observed to maintain appropriate staff:child ratios.

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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.