



**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

**Cover Sheet**

**Date:** 12/3/2021 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 2:30 PM

**CCLC-12944**

**Little House Academy**

2345 Mt. Carmel Rd Hampton, GA 30228 Henry County  
(770) 707-1004 jlcloud@lhageorgia.com

**Regional Consultant**

April Brown

Phone: (770) 357-5101

Fax: (770) 357-5102

april.brown@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.
12/03/2021	Licensing Study	Good Standing	
06/11/2021	Monitoring Visit	Good Standing	
12/10/2020	Complaint Closure	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
1st Bldg	2nd R0Frog		0	0	C	11	C	16	C	Not In Use
1st Bldg	A Fr Mid R-Crayola	Two Year Olds	1	7	C	13	C	NA	NA	Lunch
1st Bldg	B Frt Mid L-Safari	Two Year Olds	1	6	C	11	C	15	C	Free Play
1st Bldg	C Back Middle-Inf/Tod	Infants	2	6	C	12	C	NA	NA	Feeding,Nap,Flo or Play
1st Bldg	D L-Pooh	One Year Olds	1	6	C	10	C	NA	NA	Music
1st Bldg	Frt R-Dalmation	Three Year Olds	2	18	C	22	C	31	C	Lunch
Total Capacity @35 sq. ft.: 79						Total Capacity @25 sq. ft.: 200				
2nd Bldg	1st L	Four Year Olds	2	14	C	22	C	NA	NA	Transitioning
2nd Bldg	1st R Ga Pre-K	GA PreK	2	18	C	22	C	NA	NA	Music
2nd Bldg	2nd L	Three Year Olds and Four Year Olds	1	13	C	22	C	30	C	Circle Time
2nd Bldg	2nd R GA Pre-K	GA PreK	2	19	C	21	C	NA	NA	Circle Time
2nd Bldg	Gym		0	0	C	34	C	NA	NA	
Total Capacity @35 sq. ft.: 121						Total Capacity @25 sq. ft.: 200				
Total # Children this Date: 107			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 200				


Building	Playground	Playground Occupancy	Playground Compliance
1st Bldg	Large	97	C
1st Bldg	Small	26	C

**Comments**

An Administrative Review was conducted on December 3, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on December 8, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.



Plan of Improvement: Developed This Date 12/03/2021

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

**Important New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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)

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)

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Jennifer Cloud, Program Official

Date

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April Brown, Consultant

Date



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### Findings Report

**Date:** 12/3/2021    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 2:30 PM

#### CCLC-12944

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#### Regional Consultant

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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

Equipment and furniture observed to be properly secured, as applicable on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

N/A

#### Comment

Center does not provide swimming activities per the director. A Virtual Visit was conducted due to the COVID-19 pandemic.

### 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

Parent authorizations obtained and completed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Comment**

Records were observed to be complete and well organized on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Facility**

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

**Met**

**Comment**

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

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

**Met**

**Comment**

Center appears clean and well maintained on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

**Met**

**Comment**

Playgrounds observed to be clean and in good repair on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Food Service**

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

**Met**

**Comment**

Center menu meets USDA guidelines on this date. Consultant 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. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

**Met**

**Comment**

Kitchen appears clean and well organized on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Health and Hygiene**

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

**Met**

**Comment**

Hand washing requirements for diapering were discussed with the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

**Met**

**Comment**

Proper hand washing observed throughout the center on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

The center currently does not dispense or administer medication at this time. A Virtual Visit was conducted due to the COVID-19 pandemic.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed to have completed emergency drills for 2021 on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Discussed reporting requirements with the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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**Safety**

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

Center does not keep animals on premises on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Age-appropriate discussion and redirection observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Center does not participate in field trips at this time. A Virtual Visit was conducted due to the COVID-19 pandemic.

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**591-1-1-.36 Transportation(CR)****Not Met****Comment**

A current and completed inspection was observed for both vehicles used in transporting children on this date. Vehicle with tag number ending in QM872 was completed on February 18, 2021. Vehicle with tag number ending in B6835 was completed on November 2, 2021. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Comment**

Complete documentation of transportation was observed from November 8, 2021 through November 19, 2021 on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records one staff member who participated in routine transportation during the weeks of November 8, 2021 through November 19, 2021 did not complete the two hour transportation training biannually as required. A Virtual Visit was conducted due to the COVID-19 pandemic.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training. The director reported that the staff member currently does not participate in transportation training.

**Correction Deadline: 12/13/2021**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position with the director and infant staff members on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Staff Records**

**Records Reviewed: 22**

**Records with Missing/Incomplete Components: 2**

Staff # 1	Met
Date of Hire: 08/19/2021	
Staff # 2	Met
Date of Hire: 08/04/2018	
Staff # 3	Met
Date of Hire: 07/28/2021	
Staff # 4	Met
Date of Hire: 01/05/2005	
Staff # 5	Met
Date of Hire: 07/09/2007	
Staff # 6	Met
Date of Hire: 05/29/2012	
Staff # 7	Not Met
Date of Hire: 08/26/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 8	Met
Date of Hire: 08/12/2018	
Staff # 9	Met
Date of Hire: 08/03/2015	
Staff # 10	Met
Date of Hire: 01/05/2005	

**Records Reviewed: 22****Records with Missing/Incomplete Components: 2**

Staff # 11 Date of Hire: 08/16/2019	Met
Staff # 12 Date of Hire: 02/18/2019	Met
Staff # 13	Met
Staff # 14 Date of Hire: 09/15/2017	Met
Staff # 15 Date of Hire: 06/29/2020	Met
Staff # 16 Date of Hire: 05/26/2020	Met
Staff # 17 Date of Hire: 08/19/2021	Met
Staff # 18 Date of Hire: 07/21/2014	Met
Staff # 19 Date of Hire: 08/05/2019 <u>"Missing/Incomplete Components"</u> .36(3)(a-b)-2 hrs. Transportation Training missing	Not Met
Staff # 20 Date of Hire: 03/07/2014	Met
Staff # 21 Date of Hire: 10/13/2008	Met
Staff # 22 Date of Hire: 11/04/2008	Met

**Staff Credentials Reviewed: 19****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Comment**

Director provided four files for employees hired since the last visit which was completed on June 11, 2021. A Virtual Visit was conducted due to the COVID-19 pandemic.

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**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**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 a review of records one staff member hired on August 26, 2021 did not complete first aid and CPR within the first 90 days of hire as required. A Virtual Visit was conducted due to the COVID-19 pandemic.

**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: 1/3/2022**

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**591-1-1-.33 Staff Training****Technical Assistance****Comment**

Documentation observed of required annual staff training for 2020 on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Technical Assistance**

Please ensure the initial Center orientation included the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Staff person's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency weather plans; the program's emergency preparedness plan; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/AIDS and blood borne pathogens. Consultant provided the director with the updated orientation checklist from the Department. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Correction Deadline: 12/4/2021****Comment**

The director and cook completed the four hour nutrition training in June of 2020 as required. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Correction Deadline: 1/2/2022**

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

Staff observed to be compliant with applicable laws and regulations on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

<b>Staffing and Supervision</b>
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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 on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

**Comment**

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