



**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:** 3/16/2023    **VisitType:** Incident Investigation & Follow Up    **Arrival:** 10:45 AM    **Departure:** 2:15 PM

**CCLC-1956**

**St. Timothy United Methodist Church, Inc.**

5365 Memorial Drive Stone Mountain, GA 30083 DeKalb County  
 (404) 297-8913 business@sttimothyschool.com

**Regional Consultant**

Lesley Barrett

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**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
03/16/2023	Incident Investigation & Follow Up	Good Standing
12/09/2022	Licensing Study	Good Standing
06/10/2022	Monitoring Visit	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	203- 1st Lt.	Three Year Olds and Four Year Olds	1	9	C	11	C	15	C	Transitioning
Main	204	Three Year Olds	1	5	C	10	C	NA	NA	Nap
Main	206- 1st Rt.	Infants	1	4	C	9	C	NA	NA	Nap
Main	207- 2nd Lt.		0	0	C	10	C	15	C	Not In Use
Main	208- 2nd Rt.	One Year Olds and Two Year Olds	1	5	C	8	C	NA	NA	Nap
Main	209	Three Year Olds	2	6	C	11	C	15	C	Nap
Main	210- 3rd Rt.	Two Year Olds	1	6	C	10	C	NA	NA	Nap
Main	211- 4th Rt.	Four Year Olds	1	12	C	16	C	NA	NA	Nap
Main	Dining		0	0	C	38	C	NA	NA	Not In Use
Main	Gym		0	0	C	200	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 129						Total Capacity @25 sq. ft.: 336		Building @35 capacity limited by Playground Limitations		
Total # Children this Date: 47			Total Capacity @35 sq. ft.: 129			Total Capacity @25 sq. ft.: 336				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/ Toddler	10	C
Main	PreK/ School Age	33	C

### Comments

The investigation remains open on this date, pending additional information. Upon completion the finding will be reviewed with the provider and a final copy of the report will be sent.

The purpose of this visit was to conduct an incident investigation and to follow up the previous visit conducted on December 09, 2023.

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.al.ga.gov/CCS/RulesAndRegulations.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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Altamese Mitchell, Program Official

Date

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Lesley Barrett, Consultant

Date



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**(Findings Report)**

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The following information is associated with a Incident Investigation & Follow Up:

**Facility**

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

**Met**

**Correction Deadline: 12/9/2022**

**Corrected on 3/16/2023**

**.25(3) - Previous citation was corrected on this date. Consultant observed that the air vent in classroom 211 had been repaired.**

**Staffing and Supervision**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.32(7) - Consultant discussed with the provider to ensure that the lighting in the classrooms are not too dark and center staff are periodically circulating the classroom during nap time.

**Correction Deadline: 3/16/2023**