



**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: 5/7/2021 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 1:00 PM

CCLC-39037

Paulding Preschool LLC

4860 East Paulding Drive Dallas, GA 30157 Paulding County
(770) 443-5055 jphar1967@gmail.com

Regional Consultant

Jennifer Bailey

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Mailing Address
Same

Quality Rated:

Compliance Zone Designation			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.
05/07/2021	Licensing Study	Good Standing	
11/12/2020	Monitoring Visit	Good Standing	
05/19/2020	Licensing Study	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- Infant Suite I -1st left/left side		0	0	C	13	C	NA	NA	Not In Use
Main	B-infant Suite II- 2nd left/left side	Infants	1	5	C	13	C	NA	NA	Feeding
Main	C- Toddler I- 3rd left/left side	One Year Olds	1	3	C	10	C	NA	NA	Lunch
Main	D- Dance rm. middle/left side	Three Year Olds	1	11	C	15	C	NA	NA	Lunch
Main	E- Toddler 2A 4th left/left side	One Year Olds	1	5	C	13	C	NA	NA	Lunch
Main	F- 2's - 5th left/left side	Two Year Olds	1	7	C	13	C	NA	NA	Lunch
Main	G- 2's - 6th left/left side	Two Year Olds	2	9	C	12	C	NA	NA	Lunch
Main	H-3's- 7th left/left side	Three Year Olds	1	8	C	12	C	NA	NA	Lunch
Main	I- Private 4's-1st Right/Right side	Four Year Olds	1	8	C	20	C	NA	NA	Transitioning
Main	J- Ga. PreK- 2nd left/right side	PreK	2	17	C	36	C	NA	NA	Story
Main	K- Preppy Jr.- 1st left/right side	PreK	2	17	C	31	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 188						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 90			Total Capacity @35 sq. ft.: 188			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Left playground/Toddler	65	C
Main	Right side	58	C

Comments

An Administrative Review was conducted on May 7, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on May 20, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed during the virtual inspection.



Plan of Improvement: Developed This Date 05/20/2021

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.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

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.al.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@dec.al.ga.gov

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.al.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://dec.al.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)

Jennifer Smith, Program Official

Date

Jennifer Bailey, Consultant

Date



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Findings Report

Date: 5/7/2021 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 1:00 PM

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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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed during a virtual walk through on this date.

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

N/A

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

Met

Comment

Records were observed to be complete and well organized.

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) **Met**

Comment

Playground observed to be clean and in good repair.

Food Service

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

Comment

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.

Comment

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.

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

Comment

Kitchen appears clean and well organized.

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

Discussed proper medication documentation and procedures.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Comment

Program observed complete emergency drills

Safety

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. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)

Not Evaluated

Comment

Center does not participate in field trips at this time.

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

Met

Comment

A current/completed inspection was observed for three vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

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.

Staff Records

Records Reviewed: 24

Records with Missing/Incomplete Components: 7

Staff # 1

Met

Date of Hire: 05/08/2014

Staff # 2

Met

Date of Hire: 10/28/2020

Staff # 3

Met

Date of Hire: 04/25/2016

Staff # 4

Not Met

Date of Hire: 04/09/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 5	Not Met
Date of Hire: 01/14/2021	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 6	Met
Date of Hire: 08/01/2016	
Staff # 7	Met
Date of Hire: 08/12/2013	
Staff # 8	Not Met
Date of Hire: 04/03/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 9	Met
Date of Hire: 07/13/2020	
Staff # 10	Met
Date of Hire: 10/22/2020	
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Date of Hire: 01/04/2019	
Staff # 14	Met
Date of Hire: 09/06/2007	
Staff # 15	Not Met
Date of Hire: 12/09/2007	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 16	Met
Staff # 17	Met
Date of Hire: 03/10/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18	Met
Date of Hire: 07/05/2010	

Staff # 19	Met
Staff # 20	Not Met
Date of Hire: 09/14/2020	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 21	Met
Staff # 22	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 23	Met
Date of Hire: 08/30/1999	
Staff # 24	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	

Staff Credentials Reviewed: 11

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #22 who is a therapist did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site before being present at the Center. Staff #22 was observed to have a prior records check determination that was no longer portable.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review the CBC rules and ensure everyone on site is in KOALA electronically to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CBC rules and ensure everyone on site is in KOALA electronically to ensure the CRC rules are maintained.

Correction Deadline: 5/20/2021

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #22 who is a therapist did not have a current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center. Staff #22 was observed to have a previous Comprehensive Records Check Determination that was no longer portable.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review the CBC rules and ensure everyone on site is in KOALA electronically to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review the CBC rules and ensure everyone on site is in KOALA electronically to ensure the CRC rules are maintained.

Correction Deadline: 5/20/2021

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff #24, who is a therapist, had a comprehensive background check that was not ported electronically to the Center before being present on site.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review the CBC rules and ensure everyone on site is in KOALA electronically to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CBC rules and ensure everyone on site is in KOALA electronically to ensure CRC rules are maintained.

Correction Deadline: 5/20/2021

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

Met

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Not 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 May 1, 2021.

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that five lead teachers did not meet the minimum academic requirements.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. Consultant also discussed Professional Learning Plans and ensuring that they are on file for newly hired lead teachers.

Correction Deadline: 7/1/2021

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

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

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