



**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:** 6/27/2022 **VisitType:** Monitoring Visit

**Arrival:** 1:00 PM

**Departure:** 4:05 PM

**CCLC-47083**

**Friendship Learning Center of Tucker**

6000 Mimosa Circle Tucker, GA 30084 Gwinnett County  
 (770) 279-7800 friendshiplearningtucker@gmail.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.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.
06/27/2022	Monitoring Visit	Good Standing	
06/07/2022	Complaint Closure	Good Standing	
06/01/2022	Complaint Investigation Follow Up	Good Standing	

  

<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.

**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- 1L	Infants	1	3	C	26	C	NA	NA	Floor Play,Nap
Main	B- 2L	One Year Olds and Two Year Olds	1	8	C	24	C	NA	NA	Nap
Main	C- 3L	Five Year Olds and Six Year Olds and Over	1	25	C	25	C	NA	NA	Nap,Transitioning
Main	D- 4L		0	0	C	26	C	NA	NA	
Main	E- Back Cafe		0	0	C	23	C	NA	NA	
Main	F- Back 1L		0	0	C	21	C	NA	NA	
Main	G- Back 2L	Three Year Olds and Four Year Olds	2	6	C	21	C	NA	NA	Snack
Main	H- Back 3L		0	0	C	23	C	NA	NA	
Main	I- 4R	Three Year Olds and Four Year Olds	1	17	C	19	C	NA	NA	Nap
Main	J- 3R		0	0	C	23	C	NA	NA	
Main	K- 2R	Three Year Olds	1	14	C	22	C	NA	NA	Nap
Main	L- 1R	Two Year Olds and Three Year Olds	1	10	C	24	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 277

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 83

Total Capacity @35 sq. ft.: 277

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- 1L	30	C

Main	B- Back Left	238	C
Main	C- Middle	25	C
Main	D- Right	73	C

**Comments**

On this date, consultant followed up to previous visit and conducted an on-site Licensing study. Consultant requested provider submit required documents for the Administrative Review process.

Reminders: Please be sure to contact the Gwinnett County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Please also complete a Required Report in DECAL KOALA for all communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

As of August 2, 2021, all amendments are required to be entered in DECAL KOALA.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

If your center conducts transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Plan of Improvement: Developed This Date 06/27/2022

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.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 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.ga.gov](mailto:qualityrated@dec.ga.gov) for more information. Free technical assistance is available!**

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.

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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.'

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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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Don McDaniel, Program Official

Date

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Dianne Clarke, Consultant

Date



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**Findings Report**

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Met**

**Comment**

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

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

**Met**

**Comment**

Center does not provide swimming activities.

**Facility**

**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)**

**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 based on observation that hazards were observed accessible in the following classrooms:

-C- 3L: There was a plunger in the girls bathroom.

-G- Back 2L: In an unlocked silver cabinet, spray paint, a stapler and staple remover were observed to be accessible. Also, potting mix was observed to be accessible on the floor to the right of the classroom near the books and art area. In an unlocked cabinet above the sink, Lysol spray, insect repellent, and stapler were accessible.

-H- Back 3L: At the entrance to the classroom, a staple and tape dispenser with metal edge, adult scissors and staple remover were observed to be accessible. Also, in an unlocked cabinet, hand sanitizer, shaving cream, a stapler, adult scissors were accessible.

-I- 4R: Lysol spray was observed to be accessible in an unlocked closet.

-J- 3R: Plastic bags were stored on the counter near the sink.

-L- 1R: A toilet brush was observed to be accessible in the bathroom.

**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. Some of the items were moved during the visit.

**Correction Deadline: 6/27/2022**

**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 based on a review of records that the following items were in need of cleaning or repair:

-C- 3L: The ceiling was observed to be peeling at the front and towards the back of the classroom. The fans in the boys bathroom was observed to not be working.

-E- Back Cafe: There was dust on the vents throughout the classroom.

-G- Back 2L: The bathroom fan was observed to have dust in the girls and boys bathrooms. Also, the hinge was detached on the bathroom door in the boys bathroom.

-I- 4R: The fans in the bathroom were not working and dust was observed on them.

-J- 3R: The fans in the boys bathroom was observed to be dusty.

-K- 2R: There were dust on the shelves in the pretend play and art area. There were water stains and peeling paint on the ceiling in the boys bathroom and water stains on the ceiling in the girls bathroom. Also, the fan in the boys bathroom was not working.

**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: 7/21/2022**

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

**Not Met**

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the fence was leaning near the walkway from the two-year-old classroom. There was a four inch gap at the double gates leading to the parking lot on the back right playground. Also, the second section from the gate entrance to the back right playground was detached at the top.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 7/21/2022**

**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 observation that the mulch on the back right playground was observed to not be adequate. The area near the green double slide was observed to be four and a half inches where six inches were needed. The single green slide had five and a half inches of mulch where six were needed. The grey wall climber had five and a half inches where six were needed.

**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: 7/7/2022**

**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 the following hazards were observed on the following playground:

-Back Middle playground: A deflated bounce house was accessible. The Plexiglas on the blue, yellow and red Kid Time climber was observed to be detached. The cover around the tap on the wall was observed to be detached and not secured to prevent an injury. Also, the gate leading to and from the 1L playground was observed to not latch.

-Back Right playground: The third step on the stairs closest to the fence was observed to be loose and the nail was not flushed with the wood. Also, the sixth board on the wooden step was observed to be splitting and the nail exposed.

**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: 7/21/2022**

**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**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**591-1-1-.13 Field Trips(CR) Not Met**

**Finding**

591-1-1-.13(6) requires Center Staff to have emergency medical information on each child who goes on a field trip that includes allergies, special medical needs and conditions, current prescribed medications required to be taken on a daily basis for a chronic condition, the name and phone number of the child's doctor, the local medical facility the Center uses in the area where the Center is located, and the telephone numbers where the parent can be reached. The emergency medical information shall be left at the Center as well as taken on the trip in the possession of the adult in charge of the trip. It was determined based on a review of records that two children participating on field trips on June 16 and June 20, 2022, did not have evidence of their medical emergency forms.

**POI (Plan of Improvement)**

Center Staff will review emergency medical information for each child who goes on a field trip and obtain any missing information. The Center will ensure that this information is in the possession of both the Center and the required adult on the trip.

**Correction Deadline: 6/27/2022**

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation that two infants were asleep on a blanket and no sheet was on the mattress. Also, in one crib the sheet was observed to not be tight fitting.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 6/27/2022**

**Staff Records**

**Records Reviewed: 20**

**Records with Missing/Incomplete Components: 0**

Staff # 1 Met  
Date of Hire: 10/23/2017

Staff # 2 Met  
Date of Hire: 06/11/2021

Staff # 3 Met

Staff # 4 Met  
Date of Hire: 09/17/2021

Staff # 5 Met  
Date of Hire: 03/30/2017

Staff # 6 Met  
Date of Hire: 11/09/2020

Staff # 7 Met  
Date of Hire: 05/24/2022

Staff # 8 Met  
Date of Hire: 12/27/2018

Staff # 9 Met  
Date of Hire: 06/06/2022

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

Staff # 10 Met

**Records Reviewed: 20****Records with Missing/Incomplete Components: 0**

Date of Hire: 05/31/2022

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

Staff # 11

Met

Date of Hire: 03/30/2017

Staff # 12

Met

Date of Hire: 10/29/2019

Staff # 13

Met

Date of Hire: 03/30/2017

Staff # 14

Met

Date of Hire: 12/06/2021

Staff # 15

Met

Date of Hire: 04/10/2017

Staff # 16

Met

Staff # 17

Met

Date of Hire: 05/23/2022

Staff # 18

Met

Date of Hire: 06/20/2022

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

Staff # 19

Met

Date of Hire: 06/03/2021

Staff # 20

Met

Date of Hire: 06/13/2022

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

**Not Met**

**Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20;and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that there was a ratio of 1:25 five and six-year-old where 2:25 was needed. There were six five-year-olds and 19 six-year-olds present in the 3L classroom.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 6/27/2022**

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

**Met**

**Comment**

Adequate supervision observed on this date. 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.