



**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:** 3/13/2023    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 8:45 AM    **Departure:** 1:00 PM

**CCLC-16951**

**Towne Square Academy at Green Valley**

1000 LaBonte Pkwy McDonough, GA 30252 Henry County  
 (678) 583-2825 townesquare2020@att.net

**Region Consultant**

Brandi Mangino

Phone: (478) 314-9726  
 Fax: (478) 599-0169  
 brandi.mangino@dec.al.gov

**Mailing Address**

1000 LaBonte Pkwy  
 McDonough, GA 30253

**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.
03/13/2023	Complaint Investigation & Monitoring Visit	Deficient	
08/29/2022	Complaint Investigation & Licensing Study	Good Standing	
05/16/2022	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	Room 1	Infants	2	8	C	13	C	NA	NA	Feeding, Nap, Free Play
Main	Room 10	Two Year Olds	1	10	C	19	C	NA	NA	Centers
Main	Room 11		0	0	C	17	C	23	C	
Main	Room 2		0	0	C	14	C	NA	NA	
Main	Room 3		0	0	C	18	C	25	C	
Main	Room 4	One Year Olds	2	10	C	19	C	NA	NA	Breakfast, Free Play
Main	Room 5	GA PreK	2	17	C	20	C	NA	NA	Centers
Main	Room 6	GA PreK	2	20	C	20	C	NA	NA	Circle Time
Main	Room 7		0	0	C	14	C	20	C	
Main	Room 8	Three Year Olds and Four Year Olds	1	13	C	16	C	23	C	Centers
Main	Room 9	Three Year Olds	1	13	C	19	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 189					Total Capacity @25 sq. ft.: 215					
Total # Children this Date: 91			Total Capacity @35 sq. ft.: 189			Total Capacity @25 sq. ft.: 215				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1 (toddlers)	50	C
Main	Playground 2 (preschool)	72	C
Main	Playground 3 (school age)	41	C
Main	Playground 4 (infants)	17	C

**Comments**

A plan of improvement will need to be submitted in decal koala by March 27, 2023.

Plan of Improvement: To Be Submitted 03/27/2023

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.decal.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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Lynette Dorsey, Program Official

Date

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Brandi Mangino, 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)**

**Not Met**

**Technical Assistance**

Consultant discussed the red couch in Room 10 was in need of being repaired.

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**Correction Deadline: 3/13/2023**

**Finding**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that the television in Room 11 was not secured.

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**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

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

**Not Evaluated**

**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 there was bug spray in a backpack in Room 9.

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**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

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**Correction Deadline: 9/5/2022**

**Corrected on 3/13/2023**

**.25(3) - Citation corrected.**

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

**Not Met**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the Middle Playground had four of four swings with rusted chains and "S" hooks. It was further determined that the Back Playground had four of four swings with rusted chains and "S" hooks.

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**Correction Deadline: 3/27/2023**

**Recited on 3/13/2023**  
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**Correction Deadline: 9/5/2022**

**Corrected on 3/13/2023**  
**.26(8) - Citation corrected.**

**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 items were in need of repair or accessible to children in care:

**Back Right Playground**

-the wooden barriers around the middle swing area were rotten with exposed nails

**Back Middle Playground**

-an unwrapped water hose and broom  
-the sidewalk was not flush posing a tripping hazard

**Back Playground**

-a rope placed on the ground posing a choking hazard  
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**Correction Deadline: 3/27/2023**

**Recited on 3/13/2023**

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<b>Food Service</b>
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**Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that Room 1 had not updated infant feeding plans in that four plans reflected what the infants were eating approximately six months ago. It was further determined that two plans did not have the amount the child was to be fed.

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**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

**Finding**

591-1-1-.15(4) requires that a feeding chair or similar equipment designed for feeding children shall be provided for the use of each child being fed who is capable of sitting up but who is unable to sit unassisted at a table and must be cleaned with a disinfectant after each use. Such chair or similar equipment shall have a broad base to prevent tipping, a surface that the child cannot raise, a strap or other device which prevents the child from sliding out of the chair, and a feeding surface free of cracks. It was determined based on observation that in Room 1 an infant was walking around the classroom with a bottle and another infant was being fed a bottle while in a swing. Neither were provided a feeding chair.

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**Correction Deadline: 3/13/2023**

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

**Met**

**Correction Deadline: 8/29/2022**

**Corrected on 3/13/2023**

**.18(8) - Citation observed to be corrected.**

**Health and Hygiene**

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

**Correction Deadline: 8/29/2022**

Corrected on 3/13/2023  
.10(9) - Citation observed to be corrected.

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

**Not Met**

**Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that two children entered into Room 4 for the day and were not required to wash hands.

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**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

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

**Not Met**

**Comment**

Documentation for medication dispensing observed complete.

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**Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation that " Amoxicillin" and "Ibuprofin" located in a child's backpack were accessible in Room 9

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**Correction Deadline: 3/13/2023**

**Policies and Procedures**

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the center did not conduct a fire drill for September 2022.

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**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)**

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Not Met**

**Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

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**Technical Assistance**

Please ensure that all areas of the transportation emergency medical forms are filled out.

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**Correction Deadline: 3/18/2023**

**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 that two staff members did not have transportation training and had signed off on transportation logs.

**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

**Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the van ending in 2032 had an annual safety check that expired in March 2022. It was further determined that the van ending in 9610 had an annual safety check that expired in September 2022.

**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that three of three buses had trash on the floors.

**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**

**Technical Assistance**

Consultant discussed that the back passenger tire of van ending in 2673 needed to be checked by a professional prior to the van being used as the tire was low and looked to be dry rotten. The center will have this checked and attached any repairs to their annual safety check.

**Correction Deadline: 3/14/2023**

**Finding**

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that the van ending in tag number 2673 did not have a fire extinguisher.

**Correction Deadline: 3/13/2023**

**Correction Deadline: 8/30/2022**

**Corrected on 3/13/2023**

**.36(7)(c)2. - Citation observed to be corrected.**

**Finding**

591-1-1-.36(8) restricts a child's travel time to forty-five minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips. It was determined based on a review of records that afternoon transportation from Bethlehem Elementary took approximately 48 to 50 minutes.

**Sleeping & Resting Equipment**

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

**Not Met**

**Comment**

Discussed SIDS and infant sleeping position.

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**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.

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**Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on observation that an infant was sleeping on a pillow on the floor in Room 1.

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Correction Deadline: 3/13/2023

Recited on 3/13/2023

**Staff Records**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met**

**Comment**

Criminal record checks were observed to be complete.

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

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**Correction Deadline: 8/29/2022**

**Corrected on 3/13/2023**

**.14(1)(a) - Citation corrected.**

**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 that one staff member did not obtain first aid and CPR training within 90 days of hire.

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**Correction Deadline: 4/12/2023**

**591-1-1-.33 Staff Training Not Met**

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**Correction Deadline: 8/29/2022**

Corrected on 3/13/2023  
.33(1) - Citation corrected.

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that one staff member did not obtain health and safety orientation within 90 days of hire.

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**Correction Deadline: 4/12/2023**

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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.

**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)**

**Not Met**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that a one-year-old child was sitting at the table eating and the staff member was walking around the room and was not within arm's length of the child in Room 4. It was further determined that in Room 1 an infant had a bottle walking around the room and staff were not aware that the child had a bottle.

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**Correction Deadline: 3/13/2023**

**Recited on 3/13/2023**