



**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:** 12/21/2022 **VisitType:** Monitoring Visit

**Arrival:** 9:00 AM

**Departure:** 11:20 AM

**CCLC-48490**

**First Steps Academy Preschool LLLP**

317 W 32nd Street Savannah, GA 31401 Chatham County  
 (912) 238-0105 fstepsacademy@yahoo.com

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

Fax: (706) 806-0406

stacey.foston@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
12/21/2022	Monitoring Visit	Good Standing	
05/19/2022	Licensing Study	Good Standing	
11/23/2021	Monitoring Visit	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, front	Three Year Olds and Five Year Olds and Six Year Olds and Over	2	7	C	13	C	NA	NA	Free Play
Main	B, back	One Year Olds	1	1	C	6	C	NA	NA	Floor Play
Main	C, Right		0	0	C	6	C	NA	NA	
Total Capacity @35 sq. ft.: 25						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 8			Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	22	C

**Comments**

A Monitoring visit was conducted on this date.

Plan of Improvement: Developed This Date 12/21/2022

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.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 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.state.ga.us](mailto:qualityrated@dec.state.ga.us) 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.

#### 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)

Renee Campbell, Program Official

Date

Stacey Foston, 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)**

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 3**

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

Child # 1

Met

Child # 2

Met

Child # 3

Met

**591-1-1-.08 Children's Records**

**Met**

**Correction Deadline: 7/1/2022**

**Corrected on 12/21/2022**

**.08(1) - The previous citation was observed to be corrected. Children records were available for review.**

**Correction Deadline: 7/1/2022**

**Corrected on 12/21/2022**

**.08(6) - The previous citation was observed to be corrected. Observed arrival and departures records were available for review.**

## Facility

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

Met

Correction Deadline: 5/19/2022

Corrected on 12/21/2022

.19(1) - The previous citation was observed to be corrected. The center was observed to maintain room capacities on this date.

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

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute when the weather permits.

## Food Service

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

Met

Correction Deadline: 5/19/2022

Corrected on 12/21/2022

.15(1) - The previous citation was observed to be corrected. The center had the required milk available to serve with meals.

## 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

Correction Deadline: 5/19/2022

Corrected on 12/21/2022

.17(7) - The previous citation was observed to be corrected. The children were observed to wash their hands as required.

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

N/A

Comment

The Provider currently does not dispense/administer medication.

## Policies and Procedures

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

Met

Correction Deadline: 5/24/2022

Corrected on 12/21/2022

.21(3) - The previous citation was observed to be corrected. Observed documentation of emergency drills.

## Safety

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

**Comment**

Age-appropriate discussion and redirection observed.

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**591-1-1-.36 Transportation(CR)** **N/A**

**Comment**

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

**Comment**

The children cots and cribs were observed to be in good condition.

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**Staff Records**

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**Records Reviewed: 4**

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

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Staff # 1 Met

Date of Hire: 10/03/2000

Staff # 2 Met

Date of Hire: 08/01/1996

Staff # 3 Met

Date of Hire: 11/20/2017

Staff # 4 Met

Date of Hire: 02/02/2016

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**Staff Credentials Reviewed: 1**

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

**Comment**

Criminal record checks were observed to be complete.

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**591-1-1-.33 Staff Training** **Met**

**Correction Deadline: 5/29/2022**

**Corrected on 12/21/2022**

**.33(6) - The previous citation was observed to be corrected. Training and orientations were observed in staff files as required.**

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**591-1-1-.31 Staff(CR)** **Not Met**

**Finding**

591-1-1-.31(2)(c) requires the Center to maintain a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request. It was determined based on a review of records that the center did not have documentation of the credential or degree awarded to the lead teachers.

**POI (Plan of Improvement)**

The Center will ensure that documents are submitted to the Department. The Center will review lead teacher records to ensure the required documentation is on file and will obtain and file it if not found.

**Correction Deadline: 1/27/2023**

**Recited on 12/21/2022**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met**

**Correction Deadline: 5/19/2022**

**Corrected on 12/21/2022**

**.32(4)(a) - The previous citation was observed to be corrected. The center was observed to maintain proper ratios on this date.**

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

**Comment**

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