



**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:** 8/30/2022    **VisitType:** Licensing Study    **Arrival:** 1:00 PM    **Departure:** 2:45 PM

**CCLC-52745**

**Chunks Learning Center**

6610 Abercorn Street Savannah, GA 31405 Chatham County  
 (912) 777-6909 jennylynn@chunkslearningcenter.com

**Regional Consultant**

Chrissy Miller

Phone: (770) 408-5457

Fax: (770) 408-5461

chrissy.miller@decal.ga.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.
08/30/2022	Licensing Study	Good Standing	
05/20/2022	Complaint Closure	Good Standing	
04/20/2022	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	Infants	2	8	C	17	C	NA	NA	Floor Play, Nap	
Main	B	Infants and One Year Olds	1	3	C	16	C	NA	NA	Nap	
Main	C	Three Year Olds and Four Year Olds	1	10	C	23	C	NA	NA	Nap	
Main	D	Four Year Olds	1	9	C	23	C	NA	NA	Nap	
Main	E	One Year Olds	2	11	C	29	C	NA	NA	Free Play, Nap	
Main	F (playroom)	Two Year Olds and Three Year Olds	2	21	NC	45	C	NA	NA	Transitioning, Nap, Centers	
Total Capacity @35 sq. ft.:			132			Total Capacity @25 sq. ft.:		0			Building @35 capacity limited by Playground Limitations
Total # Children this Date:			62			Total Capacity @25 sq. ft.:		0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (right)	26	C
Main	B (back)	18	C

**Comments**

This is the first regulatory visit of the fiscal year.

Per the Director, the center does not currently provide routine transportation, field trips, or swimming activities.

Plan of Improvement: Developed This Date

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)

Jenny-Lynn Cool, Program Official

Date

Chrissy Miller, Consultant

Date



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**Findings Report**

**Date:** 8/30/2022 **VisitType:** Licensing Study

**Arrival:** 1:00 PM

**Departure:** 2:45 PM

**CCLC-52745**

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The following information is associated with a Licensing Study:

**Activities and Equipment**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) - Discussed replacing the seat buckles for the round table in classroom A to ensure that the children are placed securely in the seat according to the manufacturer's instructions.

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

**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: 4**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)(a)-Work Number Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4 Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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

**Not Met**

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the consultant's review of records that four out of five records reviewed were missing the addresses of the person(s) to whom the child may be released and one out of five records were missing the parent's business addresses for their place of employment list on the enrollment form.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 9/30/2022**

**Recited on 8/30/2022**

**Finding**

591-1-1-.08(1)(b) requires Center Staff to maintain a file for each child that includes parental authorizations, including, but not limited to, written authorization for the Center to obtain emergency medical care for the child when the Parent is not available. It was determined based on the consultant's review of records that five out of five records reviewed were missing evidence of the required parental authorizations for each child.

**POI (Plan of Improvement)**

The Center will develop and follow a system to place and maintain all types of parental authorizations in these files.

**Correction Deadline: 9/30/2022**

**Recited on 8/30/2022**

**Technical Assistance**

591-1-1-.08(6) - Please ensure that the if electronic records are used, that the records include the arrival times and departure times for each child and the signature of the parent or authorized pick-person on the attendance records as required.

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

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

Center appeared clean and well maintained during the visit.

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

Playground observed to be clean and in good repair.

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Comment**

Please ensure that bottles are covered and fully labeled with child's full name.

**Technical Assistance**

591-1-1-.15(7) - Please ensure that 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 is not 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.

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

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

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

Hand washing requirements for diapering were discussed with the director on this date.

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**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 the consultant's observation that the children in classroom E did not wash their hands before eating snack after transitioning from free play and nap from the left side of the classroom.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

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

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**591-1-1-.20 Medications(CR)****Not Met****Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on the consultant's review of records that the center did not document any noticeable adverse actions for medication dispensed on June 1, 2022 and did not document the signature or initials of the person who noted that medication was not administered on August 29, 2022.

**POI (Plan of Improvement)**

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

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

**Policies and Procedures**

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

**Comment**

Program observed complete emergency drills

**591-1-1-.27 Posted Notices** **Met**

**Comment**

Please make sure that all required signs are posted and up to date.

**591-1-1-.29 Required Reporting** **Met**

**Comment**

Thank you for reporting as required.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Correction Deadline: 4/22/2022**

**Corrected on 8/30/2022**

**.30(1)(b)3 - The consultant observed this rule to be corrected. A pleasant naptime environment was observed during the visit.**

**Staff Records**

**Records Reviewed: 23**

**Records with Missing/Incomplete Components: 2**

Staff # 1	Met
Date of Hire: 08/01/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 06/24/2020	
Staff # 3	Not Met
Date of Hire: 05/17/2022	

**Records Reviewed: 23**

**Records with Missing/Incomplete Components: 2**

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 4 Met  
Date of Hire: 08/03/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5 Not Met  
Date of Hire: 07/06/2020

"Missing/Incomplete Components"

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

Staff # 6 Met  
Date of Hire: 08/18/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 7 Met  
Date of Hire: 08/17/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8 Met  
Date of Hire: 07/12/2021

Staff # 9 Met  
Date of Hire: 08/29/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 10 Met  
Date of Hire: 01/07/2022

Staff # 11 Met  
Date of Hire: 01/28/2021

Staff # 12 Met  
Date of Hire: 04/05/2021

Staff # 13 Met  
Date of Hire: 08/26/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14 Met  
Date of Hire: 11/01/2021

Staff # 15 Met  
Date of Hire: 08/08/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 16 Met

**Records Reviewed: 23****Records with Missing/Incomplete Components: 2**

Date of Hire: 06/23/2020

Staff # 17 Met

Date of Hire: 06/06/2022

Staff # 18 MetDate of Hire: 07/18/2022 Reminder - Health & Safety training is required within 90 calendar days of hiredStaff # 19 Met

Date of Hire: 06/24/2020

Staff # 20 MetStaff # 21 Met

Date of Hire: 06/10/2022

Staff # 22 Met

Date of Hire: 06/10/2022

Staff # 23 MetDate of Hire: 08/23/2022 Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 6****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Correction Deadline: 4/20/2022****Corrected on 8/30/2022****.09(1)(a) - The consultant observed this rule to be corrected. The current staff had valid and current satisfactory Comprehensive Records Check Determinations on file, as required.****Correction Deadline: 4/20/2022****Corrected on 8/30/2022****.09(1)(c) - The consultant observed this rule to be corrected. The current staff had valid and current satisfactory Comprehensive Records Check Determinations on file, as required.****591-1-1-.14 First Aid & CPR Not Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**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 the consultant's review of records that the center did not submit evidence of staff member #3 having CPR and first aid training within 90 days of their hire date, as required.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 10/31/2022**

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

**Met**

**Comment**

Please ensure completed orientation checklists are documented and signed.

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

**Not Met**

**Technical Assistance**

591-1-1-.31 - Please be mindful that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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 the consultant's review of records that staff member #5 did not have evidence of meeting the minimum academic requirements of the Lead Teacher position.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 9/30/2022**

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**Staffing and Supervision**

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**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 the consultant's observation that classroom F did not meet the ratio requirements while transitioning from nap/resting. Classroom F's ratio was 2:21 which consisted of twenty (20) one-year-old children and one (1) three-year-old child with two staff members present, where a ratio of 1:10 or 2:20 is required.

**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: 8/30/2022**

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

**Met**

**Comment**

Adequate supervision observed on this date.