



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: 1/31/2024 **VisitType:** Incident Investigation/Monitoring Visit **Arrival:** 8:30 AM **Departure:** 10:05 AM

CCLC-38853

Head of the Class Early Learning Center

7305 Covington Hwy. Lithonia, GA 30058 DeKalb County
 (770) 482-7744 headoftheclasslithonia@gmail.com

Regional Consultant

Christina Jennings

Phone: (404) 463-0970

Fax: (770) 342-3177

christina.jennings@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>			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.
01/31/2024	Incident Investigation/Monitoring Visit	Good Standing	
01/23/2024	TA Follow Up	Good Standing	
12/06/2023	TA Follow Up	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
Building 2	E/Left		0	0	C	15	C	21	C	
Building 2	F/Right		0	0	C	24	C	33	C	
Total Capacity @35 sq. ft.: 39			Total Capacity @25 sq. ft.: 87							
Main	A/R side/1R		0	0	C	6	C	NA	NA	
Main	B/R side/2R	Infants and Three Year Olds	1	12	NC	11	NC	NA	NA	Centers
Main	C/L Side/1R	Infants	1	1	C	7	C	NA	NA	Transitioning
Main	D/L side/1L	One Year Olds	1	8	C	9	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 33			Total Capacity @25 sq. ft.: 87							
Total # Children this Date: 21			Total Capacity @35 sq. ft.: 72			Total Capacity @25 sq. ft.: 87				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG/A/Upper	40	C
Main	PG/B/Concrete	9	C
Main	PG/C/Lower	22	C

Comments

The purpose of this visit was to conduct a CI/MV.

Plan of Improvement: Developed This Date 01/31/2024

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

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 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 for more information. Free technical assistance is available!

Alexandria Murphy, Program Official

Date

Christina Jennings, Regional Consultant

Date



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

(Findings Report)

Date: 1/31/2024 VisitType: Incident Investigation/Monitoring Visit Arrival: 8:30 AM Departure: 10:05 AM

CCLC-38853

Head of the Class Early Learning Center

7305 Covington Hwy. Lithonia, GA 30058 DeKalb County
(770) 482-7744 headoftheclasslithonia@gmail.com

Regional Consultant

Christina Jennings

Phone: (404) 463-0970
Fax: (770) 342-3177
christina.jennings@decal.ga.gov

Mailing Address
Same

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

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) Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based upon observation that there were twelve children in Classroom B when the classroom's License max capacity was eleven.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 1/31/2024

Recited on 1/31/2024

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 upon observation that the following hazards were observed to be accessible to children:

Classroom B Children's Bathroom:

- A pack of white plastic bags in an unlocked drawer on the bottom of the changing table.
- One box of Vinyl Synmax Exam Gloves on the white shelf on the back left wall.

Classroom D:

- One pack of Huggies Wipes on the wooden shelf by the entrance door on the right side of the wall.

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.

Correction Deadline: 1/31/2024

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 upon observation that the plastic wall plate covering the electrical outlet was cracked causing the top corners of the wall plate to have sharp exposed edges on the back right wall of Classroom D.

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: 1/31/2024

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

591-1-1-.26(4) - The Consultant and Provider discussed ensuring that the fencing is maintained and in good repair on both Playgrounds.

Correction Deadline: 1/31/2024

Technical Assistance

591-1-1-.26(9) - The Consultant and Provider discussed ensuring that the playground is free of litter and hazards such as but not limited to containers that would collect water and slippery areas on wooden stairs accessible to children.

Correction Deadline: 1/31/2024

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)**Not Met****Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based upon observation that a one year old child did not immediately wash their hands with liquid soap and warm running water after the child was in contact with mucus from their nose in Classroom D.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 1/31/2024**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on observation that a staff member did not immediately wash their hands with liquid soap and warm running water after assisting a one-year-old child to clean their nose as required.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 1/31/2024

591-1-1-.20 Medications(CR)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.11 Discipline(CR)**Technical Assistance****Technical Assistance**

591-1-1-.11(2) - The Consultant and Provider discussed ensuring that staff members are providing age appropriate discipline methods based off of the ages of the children.

Correction Deadline: 1/31/2024

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

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-.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(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based upon observation that children less than three-years-old were with children older than three-years-old outside of the center's arrival and departure times in Classroom B.

POI (Plan of Improvement)

The Center will maintain separation of these children under three years old.

Correction Deadline: 1/31/2024

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 upon observation that center staff failed to provide adequate supervision when a staff member left a six-month-old infant and a three-year-old child unsupervised for less than two minutes in Classroom B.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 1/31/2024