



**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:** 2/8/2017      **VisitType:** Licensing Study      **Arrival:** 2:35 PM      **Departure:** 4:15 PM

**CCLC-16965**

**Preferred School Care at Deerwood Academy**

3070 Fairburn Road, SW Atlanta, GA 30331 Fulton County  
 (770) 739-1462 SELMONATL@AOL.COM

**Regional Consultant**

Jennifer Bailey  
 Phone: (770) 357-7024  
 Fax: (770) 357-7023  
 jennifer.bailey@dec.al.gov

**Mailing Address**

1125 Annie Lane  
 Mableton, GA 30126

<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.
02/08/2017	Licensing Study	Good Standing	
08/19/2016	Monitoring Visit	Good Standing	
03/09/2016	Monitoring Visit	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	171		0	0	C	23	C	NA	NA	Not In Use
Main	177		0	0	C	21	C	NA	NA	Not In Use
Main	197		0	0	C	22	C	NA	NA	Not In Use
Main	217		0	0	C	22	C	NA	NA	Not In Use
Main	218		0	0	C	22	C	NA	NA	Not In Use
Main	242		0	0	C	22	C	NA	NA	Not In Use
Main	Cafeteria	Five Year Olds and Six Year Olds and Over	3	63	C	89	C	NA	NA	Transitioning
Main	Gym		0	0	C	142	C	NA	NA	Not In Use
			Total Capacity @35 sq. ft.: 150			Total Capacity @25 sq. ft.: 0		Building capacity limited by Centers Request		
Total # Children this Date: 63			Total Capacity @35 sq. ft.: 150			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Turf	44	C
Main	Courtyard	64	C

**Comments**

The purpose of this visit is to conduct a licensing study and follow-up to the previous visit conducted on August 19, 2016.

Plan of Improvement: Developed This Date 02/08/2017

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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), e-mail the following information to [CCSRefutations@decal.ga.gov](mailto:CCSRefutations@decal.ga.gov).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decal.ga.gov/ChildCareServices/RefutationInformation.aspx>

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)

Gladys Carter, Program Official

Date

Jennifer Bailey, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

Met

**Comment**

Observed cart with a variety of activities and equipment for the after school children.

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

N/A

**Comment**

No Swimming Activities Provided

### Facility

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

Met

**Comment**

Observation-Center Clean/Well Maintained

**Comment**

Reminder-Keep Hazards Inaccessible

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

Met

**Comment**

Observation-Clean/Good Repair

### Health and Hygiene

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

Met

**Comment**

After school program only; not licensed for diapered children.

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

**Comment**

Observed-Proper Hand Washing Throughout

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

**Comment**

No medications dispensed.

**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures** **Not Met**

**Finding**

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on observation that the center did not have evidence of an emergency drill log available for Consultant's review.

**POI (Plan of Improvement)**

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

**Correction Deadline: 2/13/2017**

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**591-1-1-.27 Posted Notices** **Not Met**

**Finding**

591-1-1-.27(a) requires the Center to post the current license for public viewing near the front entrance. It was determined based on observation that the Center's current license was not posted.

**POI (Plan of Improvement)**

The center will post the license as required.

**Correction Deadline: 2/8/2017**

**Finding**

591-1-1-.27(f) requires the Center to post for public viewing near the front entrance the names of persons responsible for the administration of the center in the Director's absence. It was determined based on observation that the Director's designee(s) was not posted.

**POI (Plan of Improvement)**

The center will post the list as required.

**Correction Deadline: 2/8/2017**

**Safety**

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

**Comment**

Staff stated that discussion and loss of activities/redirection is used.

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**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

No field trips at the center

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

**Comment**

No routine transportation.

**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****N/A****Comment**

Afterschool program only; not licensed for infants and no children napping at the center.

**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(c) requires the Center to maintain valid evidence of a satisfactory criminal records check for the Director, each Employee and each Provisional Employee of the Child Care Learning Center for the duration of their employment plus one year, such evidence must be made immediately available to the Department upon request. It was determined based on staff statement that staff files, including criminal records checks, were not available on this date. Consultant was not able to verify all staff through DECAL Koala.

**POI (Plan of Improvement)**

The Center will ensure that valid evidence of satisfactory CRC's are maintained and are immediately available to the Department for the duration of the Employees employment plus one year. The Center will send requested documents by Monday, February 13, 2017.

**Correction Deadline: 2/13/2017****Recited on 2/8/2017**

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**591-1-1-.14 First Aid & CPR****Met****Comment**Observed complete center first aid kit. Reminder- keep inaccessible to children.

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**591-1-1-.24 Personnel Records****Not Met****Finding**

591-1-1-.24 requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain information noted in 591-1-1-.24(a-h). It was determined based on staff statement that staff records were not accessible on this date.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 2/8/2017****Recited on 2/8/2017**

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

591-1-1-.31(1)(a) requires the Center to have a Director who is responsible for the supervision, operation and maintenance of the Center. The Director must be on the Center's premises. If the Director is absent from the Center at any time during the hours of the Center's operation, there shall be an officially designated person on the Center site to assume responsibility for the operation of the Center, and this person shall have full access to all records required to be maintained under these rules. It was determined based on staff statement that the Center Director was not present on this date. Consultant had no access to records as required.

**POI (Plan of Improvement)**

The Center will ensure a director, responsible for the supervision, operation and maintenance of the Center is on the premises. during operating hours. The Center will officially designate a person to assume responsibility for the operation of the Center when the director is not present who has full access to all records.

**Correction Deadline: 2/8/2017**

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

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Comment**

Observed-Adequate Supervision