



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: 2/9/2017 **VisitType:** Licensing Study **Arrival:** 12:15 PM **Departure:** 5:10 PM

CCLC-4287

Seeds of Faith Christian Academy

1581 Fairburn Road, SW Atlanta, GA 30331 Fulton County
 (404) 344-3985 admin@seedsofffaith.org

Mailing Address

1581 Fairburn Ave
 Atlanta, GA 30331

Regional Consultant

Jennifer Bailey

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Compliance Zone Designation			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.
02/09/2017	Licensing Study	Good Standing	
12/13/2016	Complaint Closure	Good Standing	
11/04/2016	Incident Investigation & 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
Main	A- 1R	Two Year Olds	1	10	C	13	C	NA	NA	Story
Main	B- 3R	Four Year Olds	1	16	C	16	C	NA	NA	Transitioning
Main	C- 1L	Three Year Olds	1	12	C	16	C	NA	NA	Transitioning
Main	D- 4R	Four Year Olds	1	15	C	16	C	NA	NA	Transitioning
Main	Down 1L	Six Year Olds and Over	1	7	C	15	C	NA	NA	Lunch
Main	Down 2L		0	0	C	16	C	NA	NA	Not In Use
Main	Down 2R	Six Year Olds and Over	1	8	C	16	C	NA	NA	Lunch
Main	Down 3R	Six Year Olds and Over	1	17	C	17	C	NA	NA	Lunch
Main	E- 2L	Three Year Olds	1	12	C	16	C	NA	NA	Transitioning
Main	F- 3L	Five Year Olds and Six Year Olds and Over	1	14	C	17	C	NA	NA	Transitioning
Main	I - Library	Six Year Olds and Over	1	17	C	27	C	NA	NA	Lunch, Transitioning
Main	J- Down 1R		0	0	C	14	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 199					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 128					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside	98	C

Comments

The purpose of this visit is to conduct a licensing study and follow-up to the visit conducted on November 4, 2016.

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. 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@dec.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://dec.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)

Wanda Kimbrough, Program Official

Date

Jennifer Bailey, Consultant

Date



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Findings Report

Date: 2/9/2017 **VisitType:** Licensing Study **Arrival:** 12:15 PM **Departure:** 5:10 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Technical Assistance****Technical Assistance**

591-1-1-.03(2) - Discussed ensuring that a lesson plan is posted in each classroom.

Correction Deadline: 2/9/2017

Technical Assistance

591-1-1-.03(3)(g) - Discussed ensuring that the schedule reflects the entirety of the licensed hours.

Correction Deadline: 2/9/2017

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

Observed-Variety Throughout Center

591-1-1-.35 Swimming Pools & Water-related Activities(CR)**N/A****Comment**

No Swimming Activities Provided

Children's Records

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

Observed-Records Complete/Well Organized

Technical Assistance

591-1-1-.08(p) - Discussed arrival and departure records on this date and ensuring arrival is also documented.

Correction Deadline: 2/9/2017

591-1-1-.23 Parental Authorization**Met****Comment**

Parent Authorizations Obtained/Completed

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Observation-Clean and Well Maintained

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Comment**

Reminder- ensure no hanging cords are accessible.

Finding

591-1-1-.25(12) requires that heating and cooling equipment be protected to prevent children from touching it. It was determined based on observation that children had access to a space heater in classroom A.

POI (Plan of Improvement)

To ensure that children's contact with the unit is prevented, the center will remove the heater from the children's area.

Correction Deadline: 2/9/2017**Finding**

591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on observation that the following areas/items were found to be noncompliant: the second and third toilets in the girls restroom upstairs were missing protective caps therefore exposing screws, the single girls toilet downstairs was also missing protective caps therefore exposing screws.

POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the environment, the center will add protective covers over the screws on the base of the toilets.

Correction Deadline: 2/9/2017

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

Observation-Clean/Good Repair

Technical Assistance

591-1-1-.26(8) - Discussed monitoring the playground for standing water and monitoring the drainage.

Correction Deadline: 2/9/2017**Food Service**

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Menu Meets USDA Guidelines

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

Kitchen Appears Clean/Well Organized

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**N/A****Comment**

No diapered children enrolled.

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

Observed-Proper Hand Washing Throughout

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

Observed-Complete Documentation

Policies and Procedures**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 a review of the emergency drill log that the Center did not have documentation to show that a tornado drill had been conducted since March 2015.

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: 2/14/2017**591-1-1-.27 Posted Notices****Met****Comment**

Reminder-Signs Posted/Up to Date

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**Not Evaluated****Comment**

No Field Trips at This Time

591-1-1-.36 Transportation(CR)**Not Evaluated****Comment**

No Routine Transportation Provided

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

Center not licensed for infants; observed all other sleeping and resting equipment rules to be met.

Staff Records

Staff # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)(b)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(3)(a)-1st Yr. Training 4 Hrs. Missing,.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.	
Staff # 5	Not Met
Date of Hire: 06/01/2014	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training,.14(2)-CPR missing,.14(2)-First Aid Missing,.24(d)-Evidence of Orientation Missing	
Staff # 6	Not Met
Date of Hire: 08/01/2013	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 7	Not Met
Date of Hire: 07/25/2016	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 8	Not Met
Date of Hire: 07/27/2015	
<u>"Missing/Incomplete Components"</u>	
.33(3)(a)-1st Yr. Training 4 Hrs. Missing,.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 9	Not Met
Date of Hire: 01/08/2016	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)(a)-1st Yr. Training 4 Hrs. Missing	
Staff # 10	Not Met
Date of Hire: 07/25/2016	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 13	Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 14

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Observed 100% of staff to have a satisfactory fingerprint clearance letter.

591-1-1-.14 First Aid & CPR

Not Met

Comment

Observed Center kit complete/well stocked.

Finding

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on a review of staff records that the Director did not have current CPR/First Aid. Additionally, less than 50% of staff were observed to have CPR/First Aid as required.

POI (Plan of Improvement)

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

Correction Deadline: 3/11/2017**591-1-1-.24 Personnel Records**

Not Met

Finding

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. It was determined based on a review of staff records that the center did not have documentation to show that one staff had completed orientation.

POI (Plan of Improvement)

The center will ensure that documentation of orientation is on file.

Correction Deadline: 2/9/2017**591-1-1-.33 Staff Training**

Not Met

Comment

Health/Safety training reminder

Finding

591-1-1-.33(3)(a-b) requires that training required in the first year of employment include at least four clock hours in any of the following: a) disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and b) two clock hours in identifying, reporting, and meeting the needs of abused, neglected or deprived children. It was determined based on a review of staff records that three staff did not have evidence of completing first year training in the required areas.

POI (Plan of Improvement)

The center will plan and schedule training and follow up to ensure that direct care staff complete the required hours of training in the required subjects.

Correction Deadline: 3/11/2017

Finding

591-1-1-.33(4) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of staff records that the Director and person with primary responsibility for food preparation did not have evidence of completing four clock hours of training in the required areas.

POI (Plan of Improvement)

The center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 3/11/2017

Finding

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on a review of staff records that three staff members did not have evidence of completing the required ten hours for 2016.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

Correction Deadline: 3/11/2017

Recited on 2/9/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)	Met
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Comment

Observed-Appropriate Staff:Child Ratios

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

Observed-Direct Supervision/Attentive Staff