



**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:** 11/9/2017 **VisitType:** Licensing Study

**Arrival:** 11:00 AM

**Departure:** 1:30 PM

**CCLC-36189**

**KIP Academy**

2470 Bruce Street Lithonia, GA 30058-7374 DeKalb County  
 (770) 482-6112 swoods@kiplc.com

**Regional Consultant**

Roslyn Williams

Phone: (770) 357-7020

Fax: (770) 357-7019

roslyn.williams@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.  <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.
11/09/2017	Licensing Study	Good Standing	
08/15/2017	POI Follow Up	Good Standing	
07/10/2017	Complaint Closure	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/Cafeteria		0	0	C	53	C	NA	NA	Not In Use
Main	B/1L	Three Year Olds	1	6	C	9	C	NA	NA	Centers
Main	C/2L	Three Year Olds	1	6	C	10	C	NA	NA	Not In Use
Main	D/.3L		0	0	C	10	C	NA	NA	Not In Use
Main	E/4L		0	0	C	10	C	NA	NA	Not In Use
Main	F/1R		0	0	C	7	C	NA	NA	Not In Use
Main	H/3R		0	0	C	8	C	NA	NA	Not In Use
Main	PreK	PreK	2	20	C	22	C	NA	NA	Centers
		Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0		Building capacity limited by Insufficient Toilets/Sinks			
Total # Children this Date: 32		Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	70	C

**Comments**

Plan of Improvement: Developed This Date 11/09/2017

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.

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.

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#### 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.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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.

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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 New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Sharon Woods, Program Official

Date

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Roslyn Williams, 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-.03 Activities**

**Met**

**Comment**

591-1-1-.03(1) - Please ensure that all posted lesson plans are dated for the current week or month.

**Correction Deadline: 11/9/2017**

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

**Met**

**Comment**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Secure Cleaning Tools Out of Reach

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

**Met**

**Comment**

Capacity limitations were met.

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

**Not Met**

**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 on consultant's observation that cleaning products were in an unlocked cabinet accessible to children in the first left three year old room.

**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: 11/9/2017**

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

**Comment**

Observation-Clean/Good Repair

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

No children in diapers enrolled.

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

**Comment**

Observed-Staff Remind Children Wash Hand

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

**Comment**

Observed-Complete Documentation

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)** **Met**

**Comment**

Observed-Positive Learning Environment

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**591-1-1-.36 Transportation(CR)** **Technical Assistance**

**Technical Assistance**

591-1-1-.36(4)(a) - Documentation procedures discussed with Director on this date.

**Correction Deadline: 11/14/2017**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Met**

**Comment**

Observed-Proper procedures for storing cots.

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal Records Check complete

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records that this information was not documented for all staff.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 12/9/2017**

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

Lead staff education requirements

<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-Direct Supervision/Attentive Staff