



**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:** 3/16/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:15 AM    **Departure:** 3:15 PM

**CCLC-10777**

**The Clifton School/The Clifton Site**

1700 Clifton Road, NE Atlanta, GA 30329 DeKalb County  
 (404) 636-4073 cbritt@thecliftonschoo.org

**Regional Consultant**

Chrische Walker

Phone: (770) 359-5166  
 Fax: (678) 891-5618  
 chrische.walker@decal.ga.gov

**Mailing Address**  
 Same

Joint with: Tiffany Whigham

**Quality Rated:** No

<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.
03/16/2018	Monitoring Visit	Good Standing	
09/26/2017	Licensing Study	Good Standing	
05/11/2017	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	132 Holly	One Year Olds and Two Year Olds	2	9	C	12	C	NA	NA	Outside
Main	132 Holly	One Year Olds and Two Year Olds	2	9	C	12	C	NA	NA	Outside
Main	134 Mulberry	One Year Olds and Two Year Olds	2	7	C	12	C	NA	NA	Circle Time
Main	134 Mulberry	One Year Olds and Two Year Olds	2	7	C	12	C	NA	NA	Circle Time
Main	144 Red Bug	One Year Olds and Two Year Olds	2	10	C	12	C	NA	NA	Art
Main	144 Red Bug	One Year Olds and Two Year Olds	2	9	C	12	C	NA	NA	Art
Main	146 Dogwood	One Year Olds and Two Year Olds	3	9	C	12	C	NA	NA	Outside
Main	146 Dogwood	One Year Olds and Two Year Olds	3	9	C	12	C	NA	NA	Outside
Main	152 Maple	Two Year Olds and Three Year Olds	3	12	C	15	C	NA	NA	Outside
Main	152 Maple	Two Year Olds and Three Year Olds	3	12	C	15	C	NA	NA	Outside
Main	154 Sweet Gum	Two Year Olds	3	11	C	15	C	NA	NA	Outside
Main	154 Sweet Gum	Two Year Olds	3	11	C	15	C	NA	NA	Outside
Main	164 Willow	Three Year Olds	3	9	C	15	C	NA	NA	Music
Main	164 Willow	Three Year Olds	3	9	C	15	C	NA	NA	Music
Main	166 Laurel	Three Year Olds	2	10	C	15	C	NA	NA	Circle Time
Main	166 Laurel	Three Year Olds	2	10	C	15	C	NA	NA	Circle Time

Main	176/Library	PreK	2	19	C	26	C	NA	NA	Centers
Main	176/Library	PreK	2	19	C	26	C	NA	NA	Centers
Main	178-Silver Bell	Two Year Olds and Three Year Olds	3	9	C	18	C	NA	NA	Outside
Main	178-Silver Bell	Two Year Olds and Three Year Olds	3	9	C	18	C	NA	NA	Outside
Main	180 Birch	Four Year Olds and Five Year Olds	2	7	C	20	C	NA	NA	Story,Circle Time
Main	180 Birch	Four Year Olds and Five Year Olds	2	7	C	20	C	NA	NA	Story,Circle Time
Main	182 Chestnut		2	0	C	20	C	NA	NA	Outside
Main	182 Chestnut	Four Year Olds	2	11	C	20	C	NA	NA	Outside
Main	186 Elm	Three Year Olds and Four Year Olds	2	15	C	20	C	NA	NA	Story
Main	186 Elm	Three Year Olds and Four Year Olds	2	15	C	20	C	NA	NA	Story
Main	188 Hickory	Three Year Olds	2	17	C	20	C	NA	NA	Centers
Main	188 Hickory	Three Year Olds	2	17	C	20	C	NA	NA	Centers
Main	192 Oak	Three Year Olds and Four Year Olds	3	14	C	20	C	NA	NA	Outside,Transitioning
Main	192 Oak	Three Year Olds and Four Year Olds	3	17	C	20	C	NA	NA	Outside,Transitioning
Main	194 Cypress	Three Year Olds	2	10	C	20	C	NA	NA	Circle Time
Main	194 Cypress	Three Year Olds	2	10	C	20	C	NA	NA	Circle Time
Main	A1-120 Fern	One Year Olds	2	8	C	13	C	NA	NA	Nap
Main	A1-120 Fern	One Year Olds	2	8	C	13	C	NA	NA	Floor Play,Nap
Main	A2-122 VA Creepers	Infants and Three Year Olds	2	16	C	13	NC	NA	NA	Floor Play,Nap
Main	A2-122 VA Creepers	Infants	2	6	C	13	C	NA	NA	Floor Play,Nap
Main	A3-124 Primrose	Infants	2	7	C	13	C	NA	NA	Nap
Main	A3-124 Primrose	Infants	2	7	C	13	C	NA	NA	Nap
Main	A4-126 Lily	Infants	2	7	C	13	C	NA	NA	Nap,Free Play
Main	A4-126 Lily	Infants	2	7	C	13	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 648

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 415 Total Capacity @35 sq. ft.: 648

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant	24	C
Main	Infant	24	C
Main	Older Toddler	70	C
Main	Older Toddler	70	C
Main	PS	136	C
Main	PS	136	C
Main	Young Toddlers	45	C
Main	Young Toddlers	45	C

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and to follow up from previous visit on September 26, 2017. The consultant measured the Special Room Piazza 178. The consultants also discussed the Quality Rated Program. The classrooms for this report was printed twice, causing the capacity of the children to be 415 on this date.

Plan of Improvement: No Plan Developed

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).

	<b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b> . For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a> . 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.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.

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)

	
<b>Important New Deadlines:</b>	
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: <a href="https://qualityrated.dec.al.ga.gov/">https://qualityrated.dec.al.ga.gov/</a> Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <a href="mailto:qualityrated@dec.al.ga.gov">qualityrated@dec.al.ga.gov</a>	

_____ Cindy Britt, Program Official	Date	_____ Chrische Walker, Consultant	Date
_____ Tiffany Whigham, Consultant	Date		



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**N/A**

**Comment**

Center does not provide swimming activities.

### Facility

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Not Met**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**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 on the consultant's observation that one faucet in classrooms 132 Holly, 134 Mulberry, and 164 Willow were not in working condition.

**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: 3/16/2018**

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

591-1-1-.26(9) - The director stated that the green turf on the Infant playground will be replaced in Summer 2018.

**Correction Deadline: 3/16/2018**

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**Health and Hygiene**

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

Staff stated proper knowledge of diapering procedures.

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

Staff stated proper knowledge of hand washing procedures.

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

Documentation for medication dispensing observed complete.

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**Safety**

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**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.

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**Sleeping & Resting Equipment**

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

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**Staff Records**

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**Records Reviewed: 62****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 08/01/2012

Staff # 2

Met

Date of Hire: 08/11/2017

Staff # 3

Met

Date of Hire: 06/01/2010

Staff # 4	Met
Staff # 5 Date of Hire: 03/18/2002	Met
Staff # 6	Met
Staff # 7 Date of Hire: 08/18/2016	Met
Staff # 8	Met
Staff # 9 Date of Hire: 07/24/2017	Met
Staff # 10 Date of Hire: 09/05/2017	Met
Staff # 11 Date of Hire: 09/25/2006	Met
Staff # 12 Date of Hire: 06/01/2016	Met
Staff # 13 Date of Hire: 06/05/1989	Met
Staff # 14 Date of Hire: 12/28/2017	Met
Staff # 15 Date of Hire: 10/13/1995	Met
Staff # 16 Date of Hire: 12/15/2015	Met
Staff # 17	Met
Staff # 18 Date of Hire: 09/03/2013	Met
Staff # 19 Date of Hire: 05/16/2016	Met
Staff # 20 Date of Hire: 09/14/2015	Met

Staff # 21	Met
Staff # 22	Met
Staff # 23 Date of Hire: 05/01/2017	Met
Staff # 24 Date of Hire: 07/24/2017	Met
Staff # 25	Met
Staff # 26 Date of Hire: 01/17/2013	Met
Staff # 27 Date of Hire: 12/15/2014	Met
Staff # 28 Date of Hire: 11/01/2017	Met
Staff # 29 Date of Hire: 08/22/2016	Met
Staff # 30 Date of Hire: 03/20/2006	Met
Staff # 31 Date of Hire: 08/01/2014	Met
Staff # 32	Met
Staff # 33 Date of Hire: 07/03/2017	Met
Staff # 34 Date of Hire: 04/17/2017	Met
Staff # 35 Date of Hire: 11/14/2016	Met
Staff # 36 Date of Hire: 02/22/2016	Met
Staff # 37	Met

Staff # 38 Date of Hire: 02/10/2014	Met
Staff # 39	Met
Staff # 40 Date of Hire: 12/06/2012	Met
Staff # 41 Date of Hire: 02/17/2003	Met
Staff # 42 Date of Hire: 10/27/2014	Met
Staff # 43	Met
Staff # 44 Date of Hire: 08/25/2015	Met
Staff # 45 Date of Hire: 02/29/2016	Met
Staff # 46 Date of Hire: 11/29/2017	Met
Staff # 47	Met
Staff # 48 Date of Hire: 08/07/2017	Met
Staff # 49	Met
Staff # 50 Date of Hire: 11/15/2010	Met
Staff # 51	Met
Staff # 52 Date of Hire: 06/01/2010	Met
Staff # 53 Date of Hire: 01/13/2016	Met
Staff # 54 Date of Hire: 12/18/2017	Met



**Records Reviewed: 62**

**Records with Missing/Incomplete Components: 0**

Staff # 55 Date of Hire: 09/03/2002	Met
Staff # 56 Date of Hire: 08/07/2017	Met
Staff # 57	Met
Staff # 58 Date of Hire: 12/18/2017	Met
Staff # 59 Date of Hire: 05/02/2011	Met
Staff # 60 Date of Hire: 06/01/2009	Met
Staff # 61 Date of Hire: 01/02/2008	Met
Staff # 62 Date of Hire: 12/08/2015	Met

**Staff Credentials Reviewed: 62**

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

**Met**

**Comment**

Criminal records checks were observed to be complete. The consultant discussed portability requirements with the director for two employees.

**Comment**

Director provided four files for employees hired since last visit.

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.