



**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:** 3/27/2019 **VisitType:** Licensing Study

**Arrival:** 4:00 PM

**Departure:** 7:10 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**

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

**Mailing Address**

1125 Annie Lane  
 Mableton, GA 30126

**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.
03/27/2019	Licensing Study	Support	
08/15/2018	Monitoring Visit	Good Standing	
02/14/2018	Licensing Study	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		0	0	C	89	C	NA	NA	Not In Use	
Main	Gym	Five Year Olds and Six Year Olds and Over and PreK	8	79	C	142	C	NA	NA	Transitioning	
Total Capacity @35 sq. ft.:			150			Total Capacity @25 sq. ft.:		0			Building @35 capacity limited by Centers Request
Total # Children this Date:			79			Total Capacity @25 sq. ft.:		0			

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

**Comments**

Report revised April 4, 2019.

Plan of Improvement: Developed This Date 03/27/2019

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.state.ga.us/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.

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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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Gladys Carter, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 3/27/2019 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.12 Equipment & Toys(CR)****Met****Comment**

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

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

Center does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 5****Records with Missing/Incomplete Components: 1**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Met

Child # 4

Met

Child # 5

Met

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**591-1-1-.08 Children's Records****Technical Assistance****Comment**

Parent agreements observed obtained/completed.

**Technical Assistance**

591-1-1-.08(1) - Please ensure that complete addresses are maintained on file for all authorized release persons.

**Correction Deadline: 3/27/2019**

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)** **Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

No hazards observed accessible to children on this date.

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

**Comment**

Playground observed to be clean and in good repair.

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

**Comment**

There were no children enrolled in diapers.

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

**Comment**

Discussed handwashing rules.

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

**Comment**

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures** **Not Met**

**Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation that tornado and lock down drills had not been conducted every six months.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 4/1/2019**

<b>Safety</b>
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**591-1-1-.05 Animals** **N/A**

**Comment**

Center does not keep animals on premises.

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Center does not participate in field trips at this time.

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**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 program did not provide nap.

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**Staff Records**

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**Records Reviewed: 13**

**Records with Missing/Incomplete Components: 8**

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Staff # 1 Not Met

Date of Hire: 02/01/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 2 Not Met

Date of Hire: 08/01/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(4)-1st Yr. Training - 10 hrs.,.09-Criminal Records Check Missing,.24(1)-Evidence of Orientation Missing,.24(1)-No Record

Staff # 3 Met

Date of Hire: 08/11/2008

Staff # 4 Met

Date of Hire: 08/26/2018

Staff # 5 Not Met

Date of Hire: 11/02/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(4)-1st Yr. Training - 10 hrs.

Staff # 6 Not Met

Date of Hire: 08/01/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

**Records Reviewed: 13****Records with Missing/Incomplete Components: 8**

Staff # 7 Date of Hire: 12/01/2016	Met
Staff # 8 Date of Hire: 08/18/2017 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing,.33(4)-1st Yr. Training - 10 hrs.,.33(3)-Health & Safety Certificate	Not Met
Staff # 9 Date of Hire: 10/01/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 10 Date of Hire: 11/04/2016	Met
Staff # 11 Date of Hire: 08/04/2014	Met
Staff # 12 Date of Hire: 09/27/2016 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing,.31(1)(b)2.-Director Qualifications-Education Missing	Not Met
Staff # 13 Date of Hire: 08/01/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met

**Staff Credentials Reviewed: 13****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on observation of staff records that three staff did not have satisfactory comprehensive determinations prior to working at the center. Two of the staff persons were employed during the prior visit to the center on August 15, 2018. There was no evidence observed that staff had submitted a criminal records check application to the Department or submitted fingerprints.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will train clerical staff and the Director to ensure the CRC rules are maintained.

**Correction Deadline: 3/27/2019**

**Finding**

Previously Cited: 591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records that two staff members hired on August 1, 2018 did not have evidence of a satisfactory records check determination letter as required.

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of staff records that three staff did not have a satisfactory Comprehensive Records Check Determination on file prior to working at the center.

**POI (Plan of Improvement)**

Previously Cited: The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

IMMEDIATE CORRECTION - The Center Director will communicate with Preferred School and obtain the letter prior to staff being provided a start date to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The owner will ensure rule are reviewed with the site Director] to ensure the CRC rules are maintained.

**Correction Deadline: 3/27/2019**

**Recited on 3/27/2019**

**Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on consultant's observation that a provisional staff person that had a current satisfactory national fingerprint records check determination was not supervised at all times by staff with a valid and current satisfactory comprehensive determination letter, in that the provisional staff was observed to have been solely responsible for a group of children.



**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will check Decal Koala and ensure letters are on file to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center and must be supervised at all times by staff with a valid and current satisfactory comprehensive fingerprint determination letter. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will train staff to ensure CRC rules are maintained.

**Correction Deadline: 3/27/2019**

**Technical Assistance**

591-1-1-.09(1)(h) - A POI letter was left on site for the one staff that is waiting on out of state results Please ensure staff maintain a copy of the completed requests in her file by May 10, 2019. Staff must be supervised at all times by staff with a satisfactory comprehensive background.

**Correction Deadline: 3/27/2019**

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**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on observation of staff records that there was no evidence of CPR on file for the Director.

**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 and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 4/26/2019**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on the observation of staff records that one staff hired since 2016 required evidence of CPR and First Aid.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 4/26/2019**

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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 a review of records that three staff members did not complete health and safety orientation training as required.

**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: 3/27/2019**

**Recited on 3/27/2019**

**Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on the observation of staff records that three staff required evidence of first year training,

**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: 4/26/2019**

**Correction Deadline: 5/1/2018**

**Corrected on 3/27/2019**

**.33(6) - Previous cite corrected.**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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**

Adequate supervision observed on this date.