



**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:** 8/20/2020    **VisitType:** Licensing Study    **Arrival:** 3:00 PM    **Departure:** 4:00 PM

**CCLC-17624**

**Quilla Early Learning Academy**

109 Center Drive Brunswick, GA 31520 Glynn County  
 (912) 267-0100 ahitson@gmail.com

**Regional Consultant**

Stacey Foston

Phone: (706) 806-0407

Fax: (706) 806-0406

stacey.foston@dec.al.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.
08/20/2020	Complaint Investigation & Licensing Study	Good Standing	
03/11/2020	Monitoring Visit	Good Standing	
09/25/2019	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	100		0	0	C	18	C	NA	NA	
Main	150	Infants and One Year Olds	2	9	C	15	C	NA	NA	Floor Play
Main	200	One Year Olds and Two Year Olds	2	11	C	17	C	NA	NA	Story
Main	250		0	0	C	23	C	NA	NA	
Main	300	Two Year Olds	3	17	C	22	C	NA	NA	Centers
Main	350	Three Year Olds	2	10	C	22	C	31	C	Circle Time
Main	400	Three Year Olds	2	11	C	22	C	31	C	Music
Main	450	PreK	2	16	C	22	C	31	C	Centers
Main	500	PreK	2	15	C	26	C	37	C	Centers
Main	550	PreK	2	13	C	59	C	82	C	Centers, Transitioning
Main	cafeteria		0	0	C	24	C	NA	NA	

Total Capacity @35 sq. ft.: 270

Total Capacity @25 sq. ft.: 331

Total # Children this Date: 102

Total Capacity @35 sq. ft.: 270

Total Capacity @25 sq. ft.: 331

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large back playground	125	C
Main	Left side playground	44	C
Main	Right back playground	53	C

### Comments

An Administrative Review was conducted on August 20, 2020. Staff files, children's files, training, and background checks were all reviewed. . A virtual inspection was conducted on August 24, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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.

### 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.

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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Debra Tucker, Program Official

Date

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Stacey Foston, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on August 24, 2020, 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.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

### Facility

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity was observed to be met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards were observed accessible to the children during the virtual walk through on August 24, 2020. The center will be mindful to keep items that may pose a hazard inaccessible to the children.

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through visit, the playgrounds were observed to be clean and in good repair. Please remember to fluff and redistribute sand under and around the swings.

<b>Food Service</b>
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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Comment**

Center menu meets USDA guidelines.

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<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through on August 24, 2020, the kitchen appeared clean and well organized.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the diapering areas were observed to be in good condition. Discussed diapering procedures with the director.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through hand washing supplies were observed at all sinks. Discussed hand washing requirements with the director.

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

Documentation for medication dispensing observed complete.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. The center's discipline policy and practices were discussed with the director.

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<b>591-1-1-.13 Field Trips(CR)</b>	<b>N/A</b>
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**Comment**

Center does not participate in field trips at this time.

**591-1-1-.36 Transportation(CR)****Met****Comment**

A current/completed inspection was observed for all vehicles. During the virtual visit the consultant observed complete transportation logs for school pick up on August 20, 2020 and August 21, 2020.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through visit, the children cots and bedding were stored as required. Discussed safe sleep requirements with the director.

**Staff Records****Records Reviewed: 28****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 11/02/2009	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 11/18/2019	
Staff # 4	Met
Date of Hire: 03/02/2018	
Staff # 5	Met
Date of Hire: 06/01/2010	
Staff # 6	Met
Date of Hire: 09/22/2008	
Staff # 7	Met
Date of Hire: 08/23/2007	
Staff # 8	Met
Date of Hire: 05/15/2017	
Staff # 9	Met
Date of Hire: 12/03/2019	
Staff # 10	Met
Date of Hire: 01/26/2017	
Staff # 11	Met

Date of Hire: 08/16/2016

Staff # 12 Met

Date of Hire: 07/28/2006

Staff # 13 Met

Date of Hire: 07/28/2006

Staff # 14 Met

Date of Hire: 04/17/2018

Staff # 15 Met

Date of Hire: 03/06/2013

Staff # 16 Met

Date of Hire: 01/08/2020

Staff # 17 Met

Date of Hire: 12/02/2019

Staff # 18 Met

Date of Hire: 06/16/2008

Staff # 19 Met

Date of Hire: 12/02/2019

Staff # 20 Met

Date of Hire: 07/29/2019

Staff # 21 Met

Date of Hire: 07/28/2006

Staff # 22 Met

Date of Hire: 04/20/2015

Staff # 23 Met

Date of Hire: 07/23/2014

Staff # 24 Met

Date of Hire: 01/16/2017

Staff # 25 Met

Date of Hire: 02/04/2019

Staff # 26 Met

Date of Hire: 08/14/2017

Staff # 27 Met  
Date of Hire: 07/27/2013

Staff # 28 Met  
Date of Hire: 11/04/2019

**Staff Credentials Reviewed: 14**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** Met

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**591-1-1-.33 Staff Training** Met

**Comment**

Documentation observed of required staff training for the year 2019.

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

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

**Staffing and Supervision**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the Center was observed to maintain appropriate staff:child ratios.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision was observed during the virtual walk through on August 24, 2020.