



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: 2/27/2019 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 PM

CCLC-189

Trinity Northwest Atlanta Early Learning Center-Trinity

3003 Howell Mill Rd., NW Atlanta, GA 30327 Fulton County
 (404) 237-0980 tallen@telcatlanta.org

Regional Consultant

Emma Smith

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emma.smith@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
02/27/2019	Licensing Study	Good Standing	
09/05/2018	Monitoring Visit	Good Standing	
05/17/2018	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	1L:A-22	Three Year Olds	4	13	C	16	C	NA	NA	Centers
Main	1R: A-21		0	0	C	14	C	NA	NA	Not In Use
Main	2L:A-24	Three Year Olds	2	14	C	16	C	NA	NA	Free Play
Main	2R:A-23	Two Year Olds	3	12	C	17	C	NA	NA	Centers
Main	3L:A-26	PreK	3	10	C	16	C	NA	NA	Transitioning
Main	3R:A-25	Two Year Olds and Three Year Olds	3	11	C	15	C	NA	NA	Circle Time,Story
Main	4L:A-28	PreK	3	12	C	19	C	NA	NA	Floor Play
Main	5L: A-30	One Year Olds	3	9	C	17	C	NA	NA	Circle Time
Main	5L: A-32	One Year Olds and Two Year Olds	3	10	C	17	C	NA	NA	Free Play
Main	5R: A31-A	Infants	2	5	C	8	C	NA	NA	Floor Play,Nap
Main	6R: A31-B	Infants	2	4	C	8	C	NA	NA	Nap,Circle Time,Floor Play
Main	6R: A-34	Infants	2	5	C	7	C	NA	NA	Free Play,Nap,Floor Play
Total Capacity @35 sq. ft.: 170			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 105			Total Capacity @35 sq. ft.: 170							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Reminder that Criminal Records Checks for a majority of staff members will expire within a few months.

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.

- 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.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

Timothy Allen, Program Official

Date

Emma Smith, 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-.12 Equipment & Toys(CR)

Met

Comment

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

Comment

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

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

Met

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. Please ensure emergency contact and release of person forms have phone number, address, and relationship to child.

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

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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)**Met**

Correction Deadline: 9/5/2018

Corrected on 2/27/2019

The previous citation was corrected on this date. No hazards were observed accessible to children.

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

Playground observed to be clean and in good repair.

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

Center menu meets USDA guidelines. Observed properly labeled bottles in infant rooms.

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

Kitchen appears clean and well organized.

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

Staff state proper knowledge of diapering procedures in all diapering rooms.

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

Observed proper hand washing by children and staff throughout each classroom.

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

Documentation for medication dispensing observed complete for emergency medications. No medication has been dispensed since last visit.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Observed complete documentation of last fire drill conducted on 1/15/19 and tornado drill conducted on 9/6/2018.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Field trip documentation observed to be complete for field trip to Skylark Adult Day Care on 2/11/19 and Sip N Strokes on 1/15/19. Observed vehicle emergency medical forms for all children transported.

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

Center does not provide routine transportation. Center goes on field trips.

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

Discussed SIDS and infant sleeping position. Staff stated in infant rooms to place children on backs to sleep.

Staff Records**Records Reviewed: 30****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 10/07/2010	
Staff # 2	Met
Date of Hire: 07/20/2018	
Staff # 3	Met
Date of Hire: 08/23/2012	
Staff # 4	Met
Date of Hire: 05/09/2014	
Staff # 5	Met
Date of Hire: 06/24/2015	
Staff # 6	Met
Date of Hire: 03/19/2008	
Staff # 7	Met

Date of Hire: 03/31/2008

Staff # 8 Met

Date of Hire: 10/16/2017

Staff # 9 Met

Date of Hire: 04/22/2015

Staff # 10 Met

Date of Hire: 08/22/2007

Staff # 11 Met

Date of Hire: 07/22/2013

Staff # 12 Met

Date of Hire: 10/26/2015

Staff # 13 Met

Date of Hire: 08/08/2016

Staff # 14 Met

Date of Hire: 11/23/2015

Staff # 15 Met

Date of Hire: 02/01/2016

Staff # 16 Met

Date of Hire: 09/06/2006

Staff # 17 Met

Date of Hire: 06/05/2013

Staff # 18 Met

Date of Hire: 04/09/2013

Staff # 19 Met

Date of Hire: 01/25/1996

Staff # 20 Met

Date of Hire: 01/09/2019

Staff # 21 Met

Date of Hire: 01/06/2012

Staff # 22 Met

Date of Hire: 07/16/2018

Records Reviewed: 30**Records with Missing/Incomplete Components: 0**

Staff # 23 Date of Hire: 09/14/2017	Met
Staff # 24 Date of Hire: 05/19/2014	Met
Staff # 25 Date of Hire: 02/12/2018	Met
Staff # 26 Date of Hire: 06/17/2009	Met
Staff # 27 Date of Hire: 10/28/2013	Met
Staff # 28 Date of Hire: 04/21/2014	Met
Staff # 29 Date of Hire: 09/01/2013	Met
Staff # 30 Date of Hire: 02/20/2012	Met

Staff Credentials Reviewed: 30**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Criminal record checks were observed to be complete. One new hire added since last visit.

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

Complete first aid kits observed in center and on vehicles.

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.

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

Staff observed to be compliant with applicable laws and regulations.

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

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