



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: 2/28/2018 **VisitType:** Monitoring Visit **Arrival:** 10:55 AM **Departure:** 1:40 PM

CCLC-2002

Dunwoody Prep

5493 Chamblee Dunwoody Road Dunwoody, GA 30338 DeKalb County
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Regional Consultant

Neli Todorova

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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.
02/28/2018	Monitoring Visit	Good Standing	
09/06/2017	Licensing Study	Good Standing	
03/30/2017	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
Building II	1L	One Year Olds and Two Year Olds	3	12	C	18	C	NA	NA	Circle Time
Building II	1R	One Year Olds and Two Year Olds	3	11	C	16	C	NA	NA	Circle Time
Building II	2L	Two Year Olds	2	12	C	19	C	NA	NA	Free Play
Building II	2R	Infants	3	10	C	17	C	NA	NA	Nap, Free Play, Feeding
Building II	3R		0	0	C	19	C	NA	NA	
Building II	Gym	Four Year Olds and Five Year Olds	2	20	C	51	C	NA	NA	Free Play
			Total Capacity @35 sq. ft.: 111			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Centers Request		
Main	1L	Four Year Olds and Five Year Olds	2	20	C	23	C	NA	NA	Circle Time
Main	1R	Three Year Olds	2	15	C	17	C	NA	NA	Circle Time
Main	2nd Left Front	Four Year Olds	2	16	C	21	C	NA	NA	Centers
Main	2R		0	0	C	22	C	NA	NA	
Main	3R	Four Year Olds and Five Year Olds	2	20	C	26	C	NA	NA	Circle Time
Main	3rd Left back	Two Year Olds	2	18	C	22	C	NA	NA	Circle Time
Main	4R	Four Year Olds	2	18	C	22	C	NA	NA	Centers
			Total Capacity @35 sq. ft.: 111			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Centers Request		


Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of this visit is to follow up on visit from September 6, 2017 and to conduct a Monitoring Visit. Consultant discussed Quality Rated, Comprehensive Background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in Provider Search and new features in the provider's Koala account

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).



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. 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.

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@decalfga.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://decalfga.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 1/2 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.decalfga.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@decalfga.gov

Edye Summerfield Disner, Program Official

Date

Neli Todorova, 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) **Technical Assistance**

Technical Assistance

591-1-1-.25(3) - Consultant discussed with the director monitoring the walls and surfaces for necessary repairs and address as needed.

Correction Deadline: 2/28/2018

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

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

Technical Assistance

591-1-1-.10(4) - Discussed with the director to monitor the diapering surfaces and make sure that they are smooth and non porous.

Correction Deadline: 2/28/2018

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Technical Assistance****Technical Assistance**

591-1-1-.20(5) - Discussed monitoring emergency medications for expiration date and replacing with current ones as needed.

Correction Deadline: 2/28/2018

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not participate in field trips at this time. The director reported that last field trip was in Summer of 2017. The hire a bus service.

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

Center does not provide routine transportation per director's statement.

Technical Assistance

591-1-1-.36(3)(a-b) - Discussed that Transportation training needs to be taken every two years for the Director and staff involved in field trips.

Correction Deadline: 3/10/2018

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 41**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 12/11/2012

Staff # 2

Met

Staff # 3 Date of Hire: 03/12/2016	Met
Staff # 4 Date of Hire: 12/11/2013	Met
Staff # 5 Date of Hire: 08/13/2012	Met
Staff # 6 Date of Hire: 06/24/2014	Met
Staff # 7 Date of Hire: 08/01/2017	Met
Staff # 8 Date of Hire: 09/18/2015	Met
Staff # 9	Met
Staff # 10 Date of Hire: 08/01/2010	Met
Staff # 11 Date of Hire: 05/29/2007	Met
Staff # 12 Date of Hire: 08/03/1997	Met
Staff # 13 Date of Hire: 09/27/2016	Met
Staff # 14 Date of Hire: 07/06/2015	Met
Staff # 15 Date of Hire: 07/21/2008	Met
Staff # 16 Date of Hire: 03/27/2017	Met
Staff # 17 Date of Hire: 11/04/2015	Met
Staff # 18	Met

Date of Hire: 12/30/2016

Staff # 19 Met

Date of Hire: 09/07/1998

Staff # 20 Met

Date of Hire: 08/01/2007

Staff # 21 Met

Date of Hire: 12/18/2017

Staff # 22 Met

Date of Hire: 02/10/2010

Staff # 23 Met

Date of Hire: 01/12/2012

Staff # 24 Met

Date of Hire: 10/16/2017

Staff # 25 Met

Date of Hire: 06/08/2016

Staff # 26 Met

Date of Hire: 08/01/2012

Staff # 27 Met

Date of Hire: 08/17/2015

Staff # 28 Met

Date of Hire: 08/01/2017

Staff # 29 Met

Date of Hire: 03/13/2017

Staff # 30 Met

Date of Hire: 06/12/2006

Staff # 31 Met

Date of Hire: 04/23/2015

Staff # 32 Met

Date of Hire: 04/17/2017

Staff # 33 Met

Date of Hire: 09/04/2012

Records Reviewed: 41

Records with Missing/Incomplete Components: 0

Staff # 34 Date of Hire: 09/07/1992	Met
Staff # 35 Date of Hire: 07/21/2008	Met
Staff # 36 Date of Hire: 07/29/2016	Met
Staff # 37 Date of Hire: 03/01/2013	Met
Staff # 38 Date of Hire: 06/20/2017	Met
Staff # 39 Date of Hire: 08/05/2004	Met
Staff # 40 Date of Hire: 11/12/2012	Met
Staff # 41 Date of Hire: 09/05/2007	Met

Staff Credentials Reviewed: 41

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

Comment

Reported two new staff. Criminal records checks were observed to be complete for all staff, substitute teachers and volunteers.

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

Comment

Observed staff comply 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.