



**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: 9/25/2020 **VisitType:** LS POI Follow Up **Arrival:** 9:30 AM **Departure:** 12:00 PM

CCLC-22839

Oconee Preschool Academy, Inc II

1420 Greensboro Hwy Watkinsville, GA 30677 Oconee County
(706) 769-2273 brandi@oconeepreschool.com

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
09/25/2020	LS POI Follow Up	Good Standing	
04/22/2020	Incident Investigation Closure	Good Standing	
03/13/2020	Incident Investigation & Follow Up	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	A: Right Hall 1R	Infants	1	6	C	17	C	NA	NA	Floor Play, Nap
Main	B: Right Hall 2R	Infants	1	6	C	20	C	NA	NA	Floor Play
Main	C: Right Hall 3R Back		0	0	C	11	C	NA	NA	Not In Use
Main	D: Right Hall 3R Front	One Year Olds	2	9	C	16	C	NA	NA	Free Play
Main	E: Right Hall 2L	Two Year Olds	1	8	C	25	C	NA	NA	Transitioning, Free Play
Main	F: Right Hall 1L		0	0	C	24	C	NA	NA	Not In Use
Main	G: Middle	PreK	2	21	C	39	C	NA	NA	Transitioning, Circle Time
Main	H: Left Hall 1R		0	0	C	24	C	NA	NA	Not In Use
Main	I: Left Hall 2R		0	0	C	25	C	NA	NA	Outside
Main	J: Left Hall 1R		0	0	C	22	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 195						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 195			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	88	C
Main	Playground B	151	C
Main	Playground C	108	C

Comments

A virtual inspection was conducted on September 25, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An Administrative Review was conducted on September 24, 2020 staff records, children's files, training and background checks were all reviewed. The program was in compliance with the Executive Order issued on August 16, 2020 and was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 09/25/2020

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.al.ga.gov/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.

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.

- 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)



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.al.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@dec.al.ga.gov

Bennett Brandi, Program Official

Date

Kelly Jones, Consultant

Date



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

Findings Report

Date: 9/25/2020 **VisitType:** LS POI Follow Up **Arrival:** 9:30 AM **Departure:** 12:00 PM

CCLC-22839

Oconee Preschool Academy, Inc II

1420 Greensboro Hwy Watkinsville, GA 30677 Oconee County
(706) 769-2273 brandi@oconeepreschool.com

Mailing Address
Same

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

The following information is associated with a LS POI Follow Up:

Activities and Equipment

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

Met

Correction Deadline: 4/22/2020

Corrected on 9/25/2020

.12(4) - The previous citation was observed to be corrected on this date. Consultant observed that the felt board was no longer stored on the wall above the cubbies. The felt board was observed to be housed in the locked closet.

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.

Facility

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

Comment

Bathrooms observed to be clean and well maintained.

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

Comment

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

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

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Comment

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

Health and Hygiene

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper diapering procedures.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Consultant discussed with provider to ensure to maintain records as required by the department.

591-1-1-.22 Parental Access**Met****Comment**

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

Correction Deadline: 9/25/2020

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

591-1-1-.29 Required Reporting**Met****Comment**

Thank you for reporting as required.

Safety

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

Animals maintained clean and appropriately caged.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. discipline was not directly observed during the virtual walk through on this date. Staff stated knowledge of appropriate discipline procedures 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.

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

591-1-1-.36 - Consultant discussed with the director to ensure to fill in each section of the transportation log,not leaving any area blank (note:school closed ,no pick,absent)

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

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.

Staff Records

Staff # 1 Date of Hire: 09/17/2020	Met
Staff # 2 Date of Hire: 09/08/2020	Met
Staff # 3 Date of Hire: 05/16/2019	Met
Staff # 4 Date of Hire: 05/23/2019	Met
Staff # 5 Date of Hire: 08/20/2019	Met
Staff # 6	Met
Staff # 7 Date of Hire: 09/10/2020	Met
Staff # 8 Date of Hire: 08/23/2011	Met
Staff # 9 Date of Hire: 09/01/2020	Met
Staff # 10 Date of Hire: 05/22/2017	Met
Staff # 11 Date of Hire: 08/24/2020	Met
Staff # 12 Date of Hire: 08/28/2020 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 13	Met
Staff # 14 Date of Hire: 08/10/2020	Met
Staff # 15 Date of Hire: 08/26/2020	Met

Records Reviewed: 26

Records with Missing/Incomplete Components: 1

Staff # 16 Date of Hire: 08/10/2020	Met
Staff # 17 Date of Hire: 08/28/2020	Met
Staff # 18 Date of Hire: 08/01/2019	Met
Staff # 19 Date of Hire: 09/09/2020	Met
Staff # 20 Date of Hire: 08/12/2019	Met
Staff # 21 Date of Hire: 01/22/2019	Met
Staff # 22 Date of Hire: 08/31/2020	Met
Staff # 23 Date of Hire: 07/28/2020	Met
Staff # 24 Date of Hire: 05/25/2020	Met
Staff # 25 Date of Hire: 05/11/1998	Met
Staff # 26 Date of Hire: 08/31/2020	Met

Staff Credentials Reviewed: 12

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

Not Met

Comment

Director provided 18 file(s) for employees hired since last visit March , 2020.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff #12, hire date August 28, 2020, did not have evidence the issued determination letter had been ported electronically. Director ported staff # 12 during the visit electronically.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 check to ensure CRC rules are maintained.

Correction Deadline: 9/25/2020

591-1-1-.14 First Aid & CPR**Technical Assistance****Technical Assistance**

591-1-1-.14 - CPR and First Aid requirements are met per current COVID-19 guidelines. Consultant discussed with director to ensure all staff participated in the face to face training. Online training does not meet the department requirements.

Comment

Complete first aid kits observed in center and on vehicles.

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

Documentation observed of required staff training.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on August 16, 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. Center 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. Staff observed to provide direct supervision and be attentive to children's needs.