



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: 5/31/2019 **VisitType:** Licensing Study **Arrival:** 12:10 PM **Departure:** 5:00 PM

CCLC-23527

Future Leaders Christian Academy

51 Polar Rock Rd SW Atlanta, GA 30315 Fulton County
 (404) 627-4223 Corporate@futureleadersacademy.com

Regional Consultant

Lajuana Williams

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Mailing Address

2738 Tupelo St
 Atlanta, GA 30317

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.
05/31/2019	Licensing Study	Support	
05/16/2019	Complaint Closure	Support	
04/09/2019	Complaint 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	
I	A 1st Right	Five Year Olds and Six Year Olds and Over	1	13	C	19	C	27	C	Transitioning	
I	B 2nd Right	Six Year Olds and Over	1	13	C	22	C	30	C	Outside, Transitioning	
I	C Upstairs 1st L	One Year Olds	1	7	C	7	C	NA	NA	Floor Play	
I	D Up 2nd L	Infants	1	5	C	6	C	NA	NA	Floor Play, Nap	
I	E up 1st Right	Three Year Olds	1	13	C	18	C	NA	NA	Circle Time	
I	F Up 2nd Right	Two Year Olds and Three Year Olds	2	11	C	21	C	NA	NA	Art	
I	G Up 3rd Right	One Year Olds	1	6	C	14	C	NA	NA	Floor Play	
I	H up 4th right		0	0	C	13	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			120			Total Capacity @25 sq. ft.:			162		
II	Modular Side A		0	0	C	21	C	29	C	Not In Use	
II	Modular Side B	PreK	1	18	C	21	C	29	C	Outside	
Total Capacity @35 sq. ft.:			42			Total Capacity @25 sq. ft.:			162		
Total # Children this Date: 86			Total Capacity @35 sq. ft.: 162			Total Capacity @25 sq. ft.:			162		

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

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

Sandy Carr, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 5/31/2019 **VisitType:** Licensing Study **Arrival:** 12:10 PM **Departure:** 5:00 PM

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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

Discussed adding equipment and toys to enhance variety. Discussed adding a low shelf too room A and upstairs(1L and 2L). Please add additional books and dramatic play equipment in the 3R classroom upstairs.

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

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) **Not Met**

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the ventilation fan above the diapering areas in the 2L classrooms upstairs was not in working order.

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Correction Deadline: 5/31/2019

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

Not Met

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that inadequate resilient surface material was maintained underneath the slides on the playground near the modular buildings.

Correction Deadline: 6/10/2019

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that on the main playground rotten wood from the tire rail closest to the front of the play area and high grass was observed on the right side of the play area. Also on the right side near the modular building; trash and debris were observed on the ground, several rotting wood tire rails , detached lattice under the crawl space of one of the modular buildings, a hole in the wood in the blue storage area and detached lattice were observed in the area between the newer modular buildings located at the rear of the play area accessible to the children.

Correction Deadline: 5/31/2019

Food Service

591-1-1-.15 Food Service & Nutrition

Not Met

Comment

Please ensure that bottles are covered and fully labeled with child's full name. Please ensure that powder formula is sent to the center. Please ensure individual bottles are made by parent/guardians daily and labeled with the child's first and last name.

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Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on observation that infant feeding plans were not available in the 2L classroom upstairs.

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Correction Deadline: 5/31/2019

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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 during a routine inspection that emergency drills were not maintained on file.

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Correction Deadline: 6/5/2019

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

Correction Deadline: 5/16/2019

Corrected on 5/31/2019

.29(3) - Reporting requirements discussed.

Safety

591-1-1-.05 Animals **N/A**

Comment

Center does not keep animals on premises.

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) **N/A**

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) **Not Met**

Comment

Prior to transportation commencing please ensure the following is maintained: Current vehicle inspections for each vehicle used, parental authorization and vehicle emergency forms for each child transported. A working fire extinguisher and complete first aid kit on each vehicle used for transportation.

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Correction Deadline: 5/16/2019

Corrected on 5/31/2019

.36(10) - Previous cite corrected. The center was not currently conducting transportation. Proper checks of the vehicle was discussed this date.

Finding

591-1-1-.36(7)(c)1 requires that children be listed individually on the passenger transportation checklist using their first and last names. It was determined based on observation of transportation checklist for Dobbs Elementary for the week of May 20, 2019 that a child was not listed by first and last name when solely the initial was used for the child's first name.

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Correction Deadline: 6/1/2019

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Correction Deadline: 5/31/2019

Corrected on 5/31/2019
.36(7)(c)2. -The center was not currently conducting transportation. Transportation (school) for the week of May 20, 2019 was observed to be complete. Please ensure "A" for absent is noted in the on and off or unloading area of the checklist when children are absent from transportation

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Correction Deadline: 5/16/2019

Corrected on 5/31/2019
.36(7)(d)1. -The center was not currently conducting transportation. Previous cite observed to be corrected. School transportation checklists for the week of May 20, 2019 through May 24, 2019 was observed.

Finding
591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of school transportation checklists from the week of May 20, 2019 that a second check of the vehicle was not conducted on May 23, 2019 after school transportation from Slater Elementary, after school transportation from Dunbar Elementary on May 22, 2019, and after school transportation from Easter Seals on May 22, 2019. A signature indicating a second check of the vehicle and that all children exited the vehicle was not observed for the aforementioned dates.

Correction Deadline: 5/31/2019

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.

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 4

Staff # 1	Met
Date of Hire: 11/26/2018	
Staff # 2	Met
Date of Hire: 07/28/2016	
Staff # 3	Met
Date of Hire: 07/19/2018	
Staff # 4	Met
Date of Hire: 04/30/2019	
Staff # 5	Met
Date of Hire: 03/26/2019	
Staff # 6	Not Met
Date of Hire: 04/01/2019	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 7	Met
Date of Hire: 05/31/2019	
Staff # 8	Met
Date of Hire: 12/02/2017	
Staff # 9	Not Met
Date of Hire: 09/05/2017	
<u>"Missing/Incomplete Components"</u>	
.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(4)-1st Yr. Training 4 Hrs. Missing	
Staff # 10	Met

Records Reviewed: 15

Records with Missing/Incomplete Components: 4

Date of Hire: 11/30/2017

Staff # 11

Not Met

Date of Hire: 09/01/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 12

Met

Date of Hire: 03/05/2018

Staff # 13

Met

Date of Hire: 02/19/2019

Staff # 14

Met

Date of Hire: 11/30/2018

Staff # 15

Not Met

Date of Hire: 09/27/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff Credentials Reviewed: 15

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

Not Met

Comment

The person in charge in the Director's absence provided three files for employees hired since last visit.

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Finding

591-1-1-.09(1)(h) requires the Center to ensure that every Provisional Employee requests child abuse and neglect registry information and criminal history documents from any U.S. state, territory or tribal land other than Georgia in which they have resided in the preceding five years and submit such documents to the Department in a timely manner. Failure to request out-of-state information will result in the issuance of an unsatisfactory Comprehensive Records Check Determination. It was determined based on the observation of Koala Outback that a national letter for a staff person had expired. It was further determined that the the out of state request information had been issued to the center and staff person in 2017, and the information had not been received by the Department.

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Correction Deadline: 5/31/2019

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 the observation of staff records that the center hired staff from another location on April 1, 2019 with their clearance letter from the other location. The "as of" date on the letter was March 23, 2018, therefore the letter was no portable at time in which the staff person was hired at the center. The letter was no longer portable.

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Correction Deadline: 5/31/2019

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

Met

Comment

Please add protective eyewear to the first aid kit.

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 the observation of staff records that the training was not maintained on file for one staff person.

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Correction Deadline: 6/30/2019

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 the training was not on file for one staff person.

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Correction Deadline: 6/30/2019

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

Correction Deadline: 5/16/2019

Corrected on 5/31/2019

.32(7) - Previous cite corrected. There was no current transportation per person in charge in the Directors absence. Supervision rules discussed this date. Adequate supervision observed . Please ensure staff rotate while on playgrounds and ensure appropriate use of the materials.