



**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:** 2/10/2020    **VisitType:** Incident Investigation & Follow Up    **Arrival:** 8:50 AM    **Departure:** 1:05 PM

**CCLC-31265**

**Camden Academy**

5415 Settingdown Rd. Cumming, GA 30041 Forsyth County  
 (678) 455-9292 brittani@camdenacademy.com

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
02/10/2020	Incident Investigation & Follow Up	Good Standing
02/10/2020	Incident Investigation Closure	Good Standing
01/13/2020	Monitoring Visit	Good Standing

**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.

**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 - Infant Suite 1	Infants	1	5	C	16	C	NA	NA	Nap,Feeding
Main	B - Infant Suite 2	Infants and One Year Olds	3	13	C	15	C	NA	NA	Free Play,Floor Play
Main	C - Toddler Suite 1	One Year Olds	2	11	C	17	C	NA	NA	TV
Main	D - Toddler Suite 2	One Year Olds and Two Year Olds	2	15	C	21	C	NA	NA	Story,Transitioning
Main	E - Preschool Suite 1		0	0	C	23	C	NA	NA	
Main	F - Preschool Suite 2		0	0	C	21	C	NA	NA	
Main	G - Preschool Suite 3		0	0	C	21	C	NA	NA	
Main	H - Preschool Suite 4		0	0	C	20	C	NA	NA	
Main	I - Preschool Suite 5		0	0	C	21	C	NA	NA	
Main	J - Middle Back	Two Year Olds	2	12	C	17	C	NA	NA	Art
Main	K - Media Room	PreK	2	16	C	0	NC	NA	NA	
Main	L - Afterschool	Three Year Olds and Four Year Olds	3	29	C	40	C	NA	NA	Centers,Circle Time
Main	M - Kindergarten Room	Five Year Olds	1	6	C	17	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 249						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 107						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PGR- Infant/Toddler	20	C
Main	PGR- Preschool	101	C
Main	PGR- Toddler Right	22	C

**Comments**

The purpose of today's visit was to conduct an Incident Investigation and to follow up on citations from the visit conducted on January 13, 2020.

Plan of Improvement: To Be Submitted 02/24/2020

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.state.ga.us/CCS/Regulations.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.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](mailto:qualityrated@dec.state.ga.us)

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Brittani Ramirez, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

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The following information is associated with a Incident Investigation & Follow Up:

#### Facility

#### 591-1-1-.06 Bathrooms

Technical Assistance

##### Technical Assistance

591-1-1-.06(1) - Consultant discussed with provider to ensure that the center provides two toilets and two sinks for the 23 three, four and five-year-old children currently being housed in the program's cafeteria. The program stated that these children are brought by staff to use the child sized toilets and sinks located in Room L. The program is currently undergoing repairs as the right side of the building has been damaged from recent floods and the children in Rooms E, F, G, H, and I have been relocated to other areas of the building.

**Correction Deadline: 3/11/2020**

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

Technical Assistance

##### Technical Assistance

591-1-1-.25(13) - Consultant discussed with provider to ensure that items which may be hazardous are kept out of the reach of children. The program is currently undergoing repairs as the right side of the building has been damaged from recent floods and the children in Rooms E, F, G, H, and I have been relocated to other areas of the building.

**Correction Deadline: 2/10/2020**

#### Food Service

#### 591-1-1-.18 Kitchen Operations

Met

**Correction Deadline: 1/13/2020**

**Corrected on 2/10/2020**

.18(6) - The previous citation was corrected on this date as dishes were observed to be properly cleaned by use of a three compartment sink or dishwasher. Further, staff was not observed to wash dishes by hand in the classroom sinks.

#### Health and Hygiene

**Technical Assistance**

591-1-1-.10(1) - Consultant discussed with provider to ensure the two-year-old children who are currently housed in Room J-Middle Back, are taken to a licensed diaper changing room for diaper changing when necessary. The program is currently undergoing repairs as the right side of the building has been damaged from recent floods and the children in Rooms E, F, G, H, and I have been relocated to other areas of the building.

**Correction Deadline: 2/10/2020**

**Staff Records**

**Records Reviewed: 18**

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

Staff # 1	Met
Date of Hire: 04/19/2016	
Staff # 2	Met
Date of Hire: 06/19/2018	
Staff # 3	Met
Date of Hire: 02/27/2017	
Staff # 4	Met
Date of Hire: 10/02/2017	
Staff # 5	Met
Date of Hire: 07/15/2015	
Staff # 6	Met
Date of Hire: 12/04/2019	
Staff # 7	Met
Date of Hire: 05/17/2018	
Staff # 8	Met
Date of Hire: 12/19/2019	
Staff # 9	Met
Date of Hire: 10/22/2019	
Staff # 10	Met
Date of Hire: 08/17/2015	
Staff # 11	Met
Date of Hire: 08/07/2010	
Staff # 12	Met

**Records Reviewed: 18**

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

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Date of Hire: 01/27/2020

Staff # 13 Met

Date of Hire: 01/27/2020

Staff # 14 Met

Date of Hire: 05/13/2016

Staff # 15 Met

Date of Hire: 05/30/2017

Staff # 16 Met

Date of Hire: 08/27/2018

Staff # 17 Met

Date of Hire: 12/02/2019

Staff # 18 Met

Date of Hire: 10/15/2018

**Staff Credentials Reviewed: 7**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided two file(s) for employees hired since last visit.