



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: 9/9/2020 **VisitType:** Licensing Study **Arrival:** 2:30 PM **Departure:** 4:00 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

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.
09/09/2020	Licensing Study	Good Standing	
03/09/2020	POI Follow Up	Good Standing	
02/10/2020	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 - Infant Suite 1	Infants	2	8	C	16	C	NA	NA	Nap,Feeding
Main	B - Infant Suite 2	Infants	1	6	C	15	C	NA	NA	Floor Play
Main	C - Toddler Suite 1	One Year Olds	1	8	C	17	C	NA	NA	Nap,Transitioning
Main	D - Toddler Suite 2	One Year Olds	3	15	C	21	C	NA	NA	Transitioning,Nap
Main	E - Preschool Suite 1	Three Year Olds	2	14	C	23	C	NA	NA	Nap
Main	F - Preschool Suite 2	Two Year Olds	1	10	C	21	C	NA	NA	Transitioning,Nap
Main	G - Preschool Suite 3	Three Year Olds	1	10	C	21	C	NA	NA	Lunch
Main	H - Preschool Suite 4	Three Year Olds	1	8	C	20	C	NA	NA	Lunch
Main	I - Preschool Suite 5	PreK	2	19	C	21	C	NA	NA	Lunch
Main	J - Middle Back		0	0	C	17	C	NA	NA	Not In Use
Main	L - Afterschool		0	0	C	40	C	NA	NA	Not In Use
Main	M - Kindergarten Room		0	0	C	17	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 249

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 98

Total Capacity @35 sq. ft.: 249

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

An Administrative Review was conducted on September 9, 2020. Staff files, children’s files, training and background checks were all reviewed. A virtual inspection was conducted on September 16, 2020 with the Director. An in-person visit was not conducted due to the COVID 19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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.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.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

Brittani Ramirez, Program Official

Date

Mandi Sloan, 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: 9/9/2020 **VisitType:** Licensing Study **Arrival:** 2:30 PM **Departure:** 4:00 PM

CCLC-31265

Camden Academy

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

Mailing Address
Same

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097
Fax: (770) 357-5098
mandi.sloan@dec.al.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

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) **Met**

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The physical plant appeared to be clean and in good repair upon virtual walk through.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground appeared to be clean and in good repair upon virtual walk through.

Food Service

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

Comment

Center menu meets USDA guidelines.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appeared to be clean and well organized. Meal service was stated to take place in classrooms rather than in a congregated or communal setting.

Health and Hygiene

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

Comment

Handwashing and sanitizing requirements for diapering were discussed with the Provider on this date.

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

Comment

Handwashing requirements were discussed with the Provider on this date.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

Comment

Center does not keep animals on premises.

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. Regulations regarding proper discipline were discussed with the Provider 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) **Met**

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date. The vehicle with tag number RDF 7907 was observed to have a vehicle inspection report dated February 6, 2020 and the vehicle with tag number CFI 3162 was observed to have a vehicle inspection report dated February 4, 2020.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

Correction Deadline: 3/9/2020

Corrected on 9/9/2020

.30(1)(b)1 - The previous citation was corrected on this date as cots and mats were observed to be of sound construction. Further, cots throughout the program and in Preschool Suite 4 were observed to be in good repair..

Staff Records

Records Reviewed: 23

Records with Missing/Incomplete Components: 3

Staff # 1	Met
Date of Hire: 04/19/2016	
Staff # 2	Met
Date of Hire: 06/19/2018	
Staff # 3	Not Met
Date of Hire: 02/27/2017	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 4	Not Met
Date of Hire: 10/02/2017	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 5	Met
Date of Hire: 09/08/2020	
Staff # 6	Met
Date of Hire: 07/15/2015	
Staff # 7	Met
Date of Hire: 12/04/2019	
Staff # 8	Met
Date of Hire: 12/03/2018	
Staff # 9	Met
Date of Hire: 05/17/2018	
Staff # 10	Met
Date of Hire: 08/21/2020	
Staff # 11	Met

Records Reviewed: 23**Records with Missing/Incomplete Components: 3**

Date of Hire: 12/19/2019

Staff # 12 Met

Date of Hire: 10/22/2019

Staff # 13 Met

Date of Hire: 08/17/2015

Staff # 14 Met

Date of Hire: 09/16/2019

Staff # 15 Not Met

Date of Hire: 08/07/2010

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 16 Met

Date of Hire: 01/27/2020

Staff # 17 Met

Date of Hire: 01/27/2020

Staff # 18 Met

Date of Hire: 05/13/2016

Staff # 19 Met

Date of Hire: 07/28/2020

Staff # 20 Met

Date of Hire: 05/30/2017

Staff # 21 Met

Date of Hire: 08/27/2018

Staff # 22 Met

Date of Hire: 12/02/2019

Staff # 23 Met

Date of Hire: 10/15/2018

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Technical Assistance**

591-1-1-.09(1) - Consultant discussed with provider to ensure that staff member #1 submits to the record check process soon as their current comprehensive satisfactory record check determination expires in December of 2020.

Comment

Criminal record checks were observed to be complete.

Comment

Director provided six file(s) for employees hired the since last visit conducted on March 9, 2020.

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

Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that staff member #1, staff member #9, staff member #10 and staff member #13 (the center's director) reviewed during the program's administrative review were observed to not have satisfactorily obtained certification CPR as the certification was obtained by an online source.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. Further, the center's director stated that staff would attend or register for a in person course upon first availability.

Correction Deadline: 9/23/2020

Recited on 9/9/2020

591-1-1-.31 Staff(CR)

Met

Comment

591-1-1-.31(13) - Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15 , 2020.

Correction Deadline: 9/9/2020

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

Adequate supervision observed on this date.