



**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:** 1/13/2020 **VisitType:** Monitoring Visit

**Arrival:** 9:00 AM

**Departure:** 12:40 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@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
01/13/2020	Monitoring Visit	Good Standing
07/30/2019	Licensing Study	Good Standing
06/19/2019	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	2	C	16	C	NA	NA	Nap
Main	B - Infant Suite 2	Infants	3	11	C	15	C	NA	NA	Free Play, Floor Play
Main	C - Toddler Suite 1	One Year Olds	2	12	C	17	C	NA	NA	TV
Main	D - Toddler Suite 2	One Year Olds	2	11	C	21	C	NA	NA	Transitioning, Free Play
Main	E - Preschool Suite 1	Two Year Olds	2	12	C	23	C	NA	NA	Free Play
Main	F - Preschool Suite 2	Two Year Olds	1	10	C	21	C	NA	NA	Story, Transitioning
Main	G - Preschool Suite 3	Three Year Olds and Four Year Olds	2	14	C	21	C	NA	NA	Transitioning, Centers
Main	H - Preschool Suite 4	Three Year Olds	2	16	C	20	C	NA	NA	Centers, Transitioning
Main	I - Preschool Suite 5	Four Year Olds and Five Year Olds	2	11	C	21	C	NA	NA	Circle Time
Main	J - Middle Back	Three Year Olds and Four Year Olds	2	7	NC	17	C	NA	NA	Circle Time
Main	L - Afterschool		0	0	C	40	C	NA	NA	
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


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 this visit was to conduct a Monitoring Visit and to follow-up on the visit conducted on July 30, 2019.

Plan of Improvement: Developed This Date 01/13/2020

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)

---

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:** 1/13/2020 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 12:40 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 Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) - Consultant discussed with provider to ensure that the rips on the "soft play couch" in the reading area in "Preschool Suite 5" are repaired.

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

**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**

**Correction Deadline: 7/30/2019**

**Corrected on 1/13/2020**

**.25(13) - The previous citation was corrected on this date as potentially hazardous equipment, materials and supplies were not observed to be accessible to children. Consultant discussed with provider to ensure that teachers do not store office supplies on desks which may be accessible to children.**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26(8) - Consultant discussed with provider to ensure the resilient surface throughout all playgrounds is redistributed once the ground dries from recent rains and storms.

**Correction Deadline: 1/23/2020**

## Food Service

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

Not Met

#### Finding

591-1-1-.18(6) requires that non-disposable dishes, glasses and silverware are properly cleaned by pre-rinsing, or scraping, washing, sanitizing and air drying. A three (3) compartment sink or a dishwasher with a sani-cycle or capability of maintaining a rinse water temperature of a minimum of one hundred fifty (150) degrees Fahrenheit and a two (2) compartment sink shall be available. Dishes, glasses and silverware shall be rinsed in the approved dishwasher or rinsed in a chemical sanitizer and air dried. It was determined based on observation that the dishes in the infant and toddler rooms are not being properly cleaned by use of a three compartment sink or dishwasher as they were observed to be washed by hand in the sinks in the infant and toddler classrooms.

#### POI (Plan of Improvement)

The Center will train Staff in the required dishwashing methods, will repair or replace any equipment that cannot meet the standards, and will routinely check equipment and monitor dishwashing.

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

## 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)

Met

#### Comment

Documentation for medication dispensing observed complete.

## Safety

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

### 591-1-1-.36 Transportation(CR)

Met

#### Comment

Complete documentation of transportation observed.

## Sleeping & Resting Equipment

### 591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

#### Comment

Discussed SIDS and infant sleeping position.

## Staff Records

Staff # 1 Date of Hire: 04/19/2016	Met
Staff # 2 Date of Hire: 06/19/2018	Met
Staff # 3 Date of Hire: 02/27/2017	Met
Staff # 4 Date of Hire: 10/02/2017	Met
Staff # 5 Date of Hire: 07/15/2015	Met
Staff # 6 Date of Hire: 12/04/2019	Met
Staff # 7 Date of Hire: 05/17/2018	Met
Staff # 8 Date of Hire: 12/19/2019	Met
Staff # 9 Date of Hire: 10/22/2019	Met
Staff # 10 Date of Hire: 08/17/2015	Met
Staff # 11 Date of Hire: 08/07/2010	Met
Staff # 12 Date of Hire: 05/13/2016	Met
Staff # 13 Date of Hire: 05/30/2017	Met
Staff # 14 Date of Hire: 08/27/2018	Met
Staff # 15 Date of Hire: 12/02/2019	Met

Staff # 16

Met

Date of Hire: 10/15/2018

**Staff Credentials Reviewed: 7**

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

**Met**

**Comment**

Director provided six files for employees hired since last visit.

**Correction Deadline: 7/30/2019**

**Corrected on 1/13/2020**

**.09(1)(c) - The previous citation was corrected on this date as every employee was observed to have a valid and current Comprehensive Records Check Determination on file prior to being present at the Center while children are present for care.**

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

**Technical Assistance**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Technical Assistance**

591-1-1-.31(2)(b)3.(i) - Consultant discussed with provider to ensure that only teachers who are within their first six months of employment are able to enroll in a program of study to obtain one of the educational credentials and must complete the credential or degree within 18 months after enrollment.

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

**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.