



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: 3/17/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 12:00 PM

CCLC-32403

Sheltering Arms - Buford Drive Center

1470 Buford Drive Lawrenceville, GA 30043 Gwinnett County
 (678) 376-7479 luvasquez@shelteringarmsforkids.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

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dianne.clarke@dec.al.ga.gov

Mailing Address

1470 Buford Drive
 Lawrenceville, GA 30043-3720

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.
03/17/2021	Licensing Study	Good Standing	
08/31/2020	Monitoring Visit	Good Standing	
12/05/2019	Licensing Study	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	Room #1- Left Front	Infants and One Year Olds	2	2	C	13	C	NA	NA	Free Play
Main	Room #2- 2L	One Year Olds	2	4	C	16	C	NA	NA	Art
Main	Room #3- 3L	Two Year Olds	2	8	C	18	C	NA	NA	Centers
Main	Room #4 -1R		1	0	C	21	C	NA	NA	Story
Main	Room #5 - 2R	Three Year Olds	1	4	C	24	C	NA	NA	Story
Main	Room #6- 3R	PreK	3	13	C	26	C	NA	NA	Centers
Main	Room #7- 4R	PreK	2	11	C	29	C	NA	NA	Circle Time
Main	Room #8- Center Back	PreK	2	11	C	26	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 173

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 53

Total Capacity @35 sq. ft.: 173

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A infant	31	C
Main	B Preschool	95	C
Main	C School Age	105	C

Comments

An Administrative Review was conducted on March 11, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on March 17, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Shared FAQ regarding Rule Changes effective October 1, 2020 and the new updated Infant feeding plan.

Plan of Improvement: Developed This Date 03/17/2021

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.decal.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@decal.ga.gov

Luisa Vasquez, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

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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

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. 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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please ensure that parents include their work address on enrollment forms.

Correction Deadline: 3/17/2021

Facility

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

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Director on this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.22 Parental Access

Met

Comment

591-1-1-.22 - Parental access requirements were met per the COVID-19 guidelines.

Correction Deadline: 3/17/2021

Safety

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 Director on this date. Redirection and positive guidance technique is used for discipline.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide routine transportation.

Sleeping & Resting Equipment

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. 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

Records Reviewed: 26**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 11/18/2013	
Staff # 2	Met
Date of Hire: 07/11/2012	
Staff # 3	Met
Date of Hire: 04/26/2004	
Staff # 4	Met
Date of Hire: 10/19/2012	
Staff # 5	Met
Date of Hire: 07/25/2016	
Staff # 6	Met
Date of Hire: 10/23/2012	
Staff # 7	Met
Date of Hire: 09/02/1982	
Staff # 8	Met
Date of Hire: 06/16/2016	
Staff # 9	Met
Date of Hire: 09/26/2011	
Staff # 10	Met
Date of Hire: 08/27/2019	
Staff # 11	Met
Date of Hire: 02/04/2019	

Staff # 12	Met
Date of Hire: 02/11/1998	
Staff # 13	Met
Date of Hire: 12/17/2019	
Staff # 14	Met
Date of Hire: 09/10/2011	
Staff # 15	Met
Date of Hire: 11/12/2002	
Staff # 16	Met
Date of Hire: 04/22/2012	
Staff # 17	Met
Date of Hire: 02/02/2017	
Staff # 18	Met
Staff # 19	Met
Date of Hire: 07/25/2016	
Staff # 20	Met
Date of Hire: 09/03/2019	
Staff # 21	Met
Date of Hire: 09/04/2001	
Staff # 22	Met
Date of Hire: 01/30/2016	
Staff # 23	Not Met
Date of Hire: 08/07/2015	
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.	
Staff # 24	Met
Date of Hire: 11/01/1999	
Staff # 25	Met
Date of Hire: 02/18/2008	
Staff # 26	Met
Date of Hire: 08/01/2018	

Staff Credentials Reviewed: 13

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR) **Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

591-1-1-.14 First Aid & CPR **Met****Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Not Met****Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that staff #23 did not have evidence of the food and nutrition training.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed. The director had the staff complete the training on March 16, 2021.

Correction Deadline: 4/16/2021

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

591-1-1-.31(13) - A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on February 15, 2021.

Correction Deadline: 3/17/2021

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. Adequate supervision observed on this date.