



**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:** 11/29/2018 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 4:10 PM

**CCLC-32839**

**Newnan Academy on Poplar Road**

2990 Poplar Rd Sharpsburg, GA 30277 Coweta County  
 (770) 683-6886 newnanacademypop@gmail.com

**Regional Consultant**

Laura Swann

Phone: (706) 855-3454

Fax: (706) 434-7641

laura.swann@dec.al.gov

Joint with: Sherri Thompson

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/29/2018	Licensing Study	Good Standing	
05/21/2018	Complaint Closure	Good Standing	
04/10/2018	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
Main	A 1st Rm-Infront Hallway	Infants	2	9	C	17	C	NA	NA	Floor Play,Feeding
Main	B Lt Rm Rt Side	One Year Olds	2	8	C	25	C	NA	NA	Floor Play
Main	C Lt Rm-Lt Side	Two Year Olds	3	17	C	33	C	NA	NA	Centers
Main	D Rt Right Hall	PreK	2	18	C	48	C	NA	NA	Centers
Main	E Rt Rm-Lt Side	Three Year Olds and Four Year Olds	2	22	C	38	C	NA	NA	Centers
Total Capacity @35 sq. ft.:						161	Total Capacity @25 sq. ft.:		0	
Total # Children this Date: 74			Total Capacity @35 sq. ft.:			161	Total Capacity @25 sq. ft.:		0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG 2 year	98	C
Main	PG Infant	41	C
Main	PG-3/4 years	86	C

**Comments**

Plan of Improvement: Developed This Date 11/29/2018

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.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.ga.gov](mailto:CCSRefutations@dec.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.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.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.ga.gov](mailto:qualityrated@dec.ga.gov)

Jefflyn Brannon, Program Official

Date

Laura Swann, Consultant

Date

Sherri Thompson, Consultant

Date



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### Findings Report

**Date:** 11/29/2018 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) - Please ensure the child size equipment does not have any foam exposed.

**Correction Deadline: 11/29/2018**

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

**Met**

**Comment**

Pool not in use at this time, gates observed locked.

### 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 enrollment forms are filled out completely.

Correction Deadline: 11/29/2018

<b>Facility</b>
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**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Technical Assistance**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**Correction Deadline: 4/24/2018**

**Corrected on 11/29/2018**

**.25(3) - Correction observed on this date. Baseboard had been repaired.**

**Technical Assistance**

591-1-1-.25(3) - Please ensure all baseboards, wall boards, ceiling tiles and sheet rock are in good repair due to recent water damage.

**Correction Deadline: 11/29/2018**

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

**Not Met**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that there were three of three swings with rusted chains and hooks on the two-year-old playground.

**POI (Plan of Improvement)**

The Center will replace or repaint the swing chains and hooks. The center will remove the swing chains and hooks until repairs can be made or new items can be purchases.

**Correction Deadline: 11/29/2018**

**Recited on 11/29/2018**

**Comment**

The playgrounds have been closed and will continue to be closed until repairs due to water damage are made.

**Correction Deadline: 11/29/2018**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition**

**Met**

**Correction Deadline: 4/17/2018**

Corrected on 11/29/2018

.15(2) - Correction observed on this date. Feeding plans were updated every ninety days.

591-1-1-.18 Kitchen Operations Met

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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**

The Provider currently does not dispense/administer medication.

**Safety**

591-1-1-.05 Animals Met

**Comment**

Animals maintained clean and appropriately caged.

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that the following hazards were observed:

The seats in both vehicles ending in tag # 4805 & 4807 were torn with foam exposed.

The front windshield had a visible crack from one side to the other on the vehicle ending in tag # 4807.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards. The center will repair the seats and windshield.

**Correction Deadline: 12/14/2018**

**Sleeping & Resting Equipment**

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

**Correction Deadline: 4/17/2018**

Corrected on 11/29/2018

.30(4) - Correction observed on this date. Cots were covered on this date.

**Records Reviewed: 16****Records with Missing/Incomplete Components: 2**

Staff # 1	Not Met
Date of Hire: 02/25/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 2	Met
Date of Hire: 09/30/2016	
Staff # 3	Met
Date of Hire: 03/09/2015	
Staff # 4	Met
Date of Hire: 10/24/2018	
Staff # 5	Met
Date of Hire: 03/18/2013	
Staff # 6	Met
Date of Hire: 08/22/2016	
Staff # 7	Met
Date of Hire: 07/31/2015	
Staff # 8	Not Met
Date of Hire: 08/15/2018	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 9	Met
Date of Hire: 01/15/2013	
Staff # 10	Met
Date of Hire: 01/20/2017	
Staff # 11	Met
Date of Hire: 09/01/2015	
Staff # 12	Met
Date of Hire: 09/09/2017	
Staff # 13	Met
Date of Hire: 09/08/2011	

Staff # 14 Met  
Date of Hire: 09/08/2011

Staff # 15 Met  
Date of Hire: 08/29/2016

Staff # 16 Met  
Date of Hire: 08/08/2016

**Staff Credentials Reviewed: 16**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 2 file(s) for employees hired since last visit.

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

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**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 a review of records that two staff had not completed the required health and safety training within 90 days of hire. Staff were hired February 25, 2018 and August 15, 2018.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 12/6/2018**

**Recited on 11/29/2018**

**Defer**

591-1-1-.33(6) Training for 2017 was evaluated in March 2018. Defer until December 31, 2018.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/31/2018**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.