



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: 7/23/2019 **VisitType:** Licensing Study **Arrival:** 9:35 AM **Departure:** 11:15 AM

CCLC-33391

Bright Horizons at Glenlake

1 Glenlake Parkway Atlanta, GA 30328 Fulton County
 (470) 558-1181 Tonia.Brewer@brighthorizons.com

Regional Consultant

Emma Smith

Phone: (770) 357-5106

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emma.smith@decal.ga.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.
07/23/2019	Licensing Study	Good Standing	
01/18/2019	Complaint Closure	Good Standing	
01/14/2019	Monitoring Visit	Good Standing	
			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:1R - LL	Infants	2	5	C	12	C	NA	NA	Floor Play,Nap
Main	B:2R - LL	Infants	3	10	C	12	C	NA	NA	Floor Play
Main	C:2R - UL	One Year Olds	2	9	C	15	C	NA	NA	Story
Main	D:1R - UL	One Year Olds	2	8	C	15	C	NA	NA	Transitioning
Main	E:1L - UL	Two Year Olds	1	10	C	14	C	NA	NA	Free Play
Main	F:2L - UL	Two Year Olds	2	8	C	14	C	NA	NA	Centers
Main	G:3L - UL		0	0	C	20	C	NA	NA	Not In Use
Main	H:4L - UL	Three Year Olds	2	16	C	20	C	NA	NA	Story,Centers
Main	I:5L - UL	Three Year Olds	1	14	C	20	C	NA	NA	Story
Main	J:RR - UL	Five Year Olds and Six Year Olds and Over	2	23	C	24	C	NA	NA	Transitioning

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 103

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	L: Infant/Toddler	44	C
Main	R: Preschool	59	C

Comments

The purpose of this visit is to conduct a Licensing Study and follow up to the previous on January 14, 2019.

The consultant left a 45-day POI follow up letter for one staff member with a national satisfactory criminal record letter that is waiting for out of state results.

The consultant read the consultant script, left a one-day letter, and affidavit with the director on this date for two staff members with an expired national satisfactory criminal record check letter.

The consultant provided technical assistance regarding how to apply for out-of-state results.

Plan of Improvement: To Be Submitted 09/24/2019

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

Tonia Brewer, Program Official

Date

Emma Smith, 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 variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Technical Assistance

Technical Assistance

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.05 Animals	Met
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Comment

Animals maintained clean and appropriately caged.

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

Age-appropriate discussion and/or redirection observed.

Comment

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

591-1-1-.13 Field Trips(CR)	Met
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Comment

Field trip documentation observed to be complete for field trip taken on June 14, 2019 to Riverside Splash Park and June 19, 2019 to State Farm Arena Atlanta Dream Kids Day.

591-1-1-.36 Transportation(CR)	Met
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Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

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: 7

Records with Missing/Incomplete Components: 0
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Staff # 1

Met

Date of Hire: 08/16/1996

Staff # 2

Met

Records Reviewed: 7**Records with Missing/Incomplete Components: 0**

Date of Hire: 02/20/2018

Staff # 3

Met

Date of Hire: 07/10/2018

Staff # 4

Met

Date of Hire: 11/18/2013

Staff # 5

Met

Date of Hire: 07/06/2015

Staff # 6

Met

Date of Hire: 07/16/2018

Staff # 7

Met

Date of Hire: 10/06/2014

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

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

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that two staff staff had an expired criminal record check letter on this date. The consultant read the consultant script, left a one-day letter, and affidavit with the director on this date.

Correction Deadline: 7/23/2019

Technical Assistance

591-1-1-.09(1)(h) - The consultant observed one staff member supervised that has a satisfactory national criminal record check due to waiting on out of state results. The consultant left a 45-day POI follow up letter with the director on this date and provided information regarding how to reach out to other states for information.

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Correction Deadline: 7/23/2019

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of records that two staff members were present at the center on this date with expired national satisfactory criminal record check letters. The consultant read the consultant script, left the one-day letter, and affidavit with the director on this date.

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Correction Deadline: 7/23/2019

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

Complete first aid kits observed in center on this date.

Comment

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

591-1-1-.33 Staff Training**Met****Comment**

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations.

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**

Staff observed to provide direct supervision and be attentive to children's needs.