



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: 10/26/2017 **VisitType:** Monitoring Visit

Arrival: 8:45 AM

Departure: 11:20 AM

CCLC-33391

Bright Horizons at Glenlake

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

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

Mailing Address

Same

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.
10/26/2017	Monitoring Visit	Good Standing	
05/11/2017	Licensing Study	Good Standing	
09/22/2016	Complaint Closure	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:1R - LL	Infants	2	7	C	12	C	NA	NA	Feeding,Floor Play,Diapering,Nap
Main	B:2R - LL	One Year Olds	3	10	C	12	C	NA	NA	Circle Time,Diapering
Main	C:2R - UL	One Year Olds	2	12	C	15	C	NA	NA	Circle Time,Music
Main	D:1R - UL	One Year Olds	2	9	C	15	C	NA	NA	Story
Main	E:1L - UL	Two Year Olds	2	12	C	14	C	NA	NA	Free Play
Main	F:2L - UL	Two Year Olds	2	13	C	14	C	NA	NA	Story
Main	G:3L - UL	PreK	2	19	C	20	C	NA	NA	Circle Time,Story
Main	H:4L - UL	Three Year Olds	1	11	C	20	C	NA	NA	Story
Main	I:5L - UL	Three Year Olds	2	13	C	20	C	NA	NA	Transitioning
Main	J:RR - UL		0	0	C	24	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 166

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 106

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 was to conduct a monitoring visit and to follow up to the previous visit conducted on May 11, 2017.

Consultant provided a checklist for staff files and a staff training guide on this date.

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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.

- 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)

Tonia Brewer, Program Official

Date

Shannon Curtis, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided. Per discussion with the Assistant Director, no swimming provided since the Summer.

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Comment

Observation-Center Clean/Well Maintained

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

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Met

Comment

Observed-Proper Diapering

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

Observed-Proper Hand Washing Throughout

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

Observed-Complete Documentation

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

Observed-Positive Learning Environment

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

No Routine Transportation Provided

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

Correct number of mats; disinfecting discussed

Comment

Discussed-SIDS/Infant Sleeping Position

	Staff Records
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Records Reviewed: 36	Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 04/29/2013

Staff # 2	Met
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Date of Hire: 07/10/2017

Staff # 3	Met
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Staff # 4	Met
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Date of Hire: 10/03/2016

Staff # 5	Met
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Date of Hire: 08/14/2017

Staff # 6	Met
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Date of Hire: 08/07/2017

Staff # 7	Met
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Date of Hire: 02/13/2017

Staff # 8	Met
Staff # 9	Met
Date of Hire: 05/15/2017	
Staff # 10	Met
Date of Hire: 03/02/2015	
Staff # 11	Met
Date of Hire: 08/07/2017	
Staff # 12	Met
Date of Hire: 09/05/2017	
Staff # 13	Met
Date of Hire: 08/10/2015	
Staff # 14	Met
Date of Hire: 02/13/2012	
Staff # 15	Met
Date of Hire: 09/02/2011	
Staff # 16	Met
Date of Hire: 04/24/2017	
Staff # 17	Met
Date of Hire: 05/23/2017	
Staff # 18	Met
Date of Hire: 10/06/2014	
Staff # 19	Met
Date of Hire: 03/26/2018	
Staff # 20	Met
Date of Hire: 09/18/2017	
Staff # 21	Met
Staff # 22	Met
Date of Hire: 01/30/2017	
Staff # 23	Met
Date of Hire: 05/27/1956	

Records Reviewed: 36**Records with Missing/Incomplete Components: 0**

Staff # 24	Met
Staff # 25	Met
Date of Hire: 09/15/2017	
Staff # 26	Met
Date of Hire: 03/17/2014	
Staff # 27	Met
Date of Hire: 09/04/2012	
Staff # 28	Met
Date of Hire: 08/03/2017	
Staff # 29	Met
Date of Hire: 07/18/2016	
Staff # 30	Met
Date of Hire: 08/03/2017	
Staff # 31	Met
Date of Hire: 08/01/2016	
Staff # 32	Met
Date of Hire: 01/02/2017	
Staff # 33	Met
Staff # 34	Met
Date of Hire: 05/03/2017	
Staff # 35	Met
Date of Hire: 08/19/1996	
Staff # 36	Met
Date of Hire: 08/04/2015	

Staff Credentials Reviewed: 36

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

Criminal Records Check complete for all staff on this date.

Comment

The Director provided eight new employee files hired since last visit on this date.

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

Observed-100% Certified First Aid & CPR

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

Observed - Documentation Of Health and Safety Orientation Training on this date.

Comment

Health/Safety training reminder for all new hires within the first ninety days of hire.

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

Lead staff education requirements

Staffing and Supervision

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

Observed-Appropriate Staff:Child Ratios

591-1-1-.32 Supervision(CR)	Met
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Comment

Observed-Adequate Supervision