



**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:** 9/17/2019 **VisitType:** Licensing Study **Arrival:** 9:15 AM **Departure:** 12:45 PM

**CCLC-38313**

**Herrington Academy**

1101 Herrington Road Lawrenceville, GA 30044 Gwinnett County  
 (678) 377-5633 Academyonherrington@gmail.com

**Regional Consultant**

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@dec.al.ga.gov

**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.
09/17/2019	Licensing Study	Good Standing	
06/24/2019	Licensing Study	Good Standing	
01/04/2019	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
Single	A/1R	Infants and One Year Olds	3	11	C	21	C	NA	NA	Nap,Feeding,Flo or Play
Single	B/1L	One Year Olds	2	9	C	12	C	NA	NA	Floor Play
Single	C/2L	Two Year Olds	2	14	C	19	C	NA	NA	Circle Time
Single	D/3L	Three Year Olds	1	12	C	21	C	29	C	Art
Single	E/4L	Four Year Olds	1	12	C	20	C	28	C	Transitioning
Single	F/2R	PreK	2	21	C	21	C	29	C	Centers
Single	G/3R	PreK	2	22	C	20	NC	27	C	Circle Time
Total Capacity @35 sq. ft.: 134			Total Capacity @25 sq. ft.: 165							
Total # Children this Date: 101			Total Capacity @35 sq. ft.: 134							
			Total Capacity @25 sq. ft.: 165							

Building	Playground	Playground Occupancy	Playground Compliance
Single	PG /A/R Front	21	C
Single	PG/B/R Back	38	C
Single	PG/C/L Front	25	C
Single	PG/D/L Back	37	C
Single	PG/E/Mid Back	20	C

**Comments**

The purpose of this visit was to conduct a Licensing Study and follow up on previous rule violations.

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RuleAndRegulations.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.

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#### 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.

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**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)

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Aksheba Hudson, Program Official

Date

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Stacy Whitten, 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.

**Technical Assistance**

591-1-1-.12(2) - Consultant discussed with provider to monitor and repair or replace the soft chair cushions in classrooms 1L and 2L where rips are developing in the material. Consultant also discussed with provider to repair or replace the contact paper that is peeling on the back of the shelves in classroom 2L.

**Correction Deadline: 9/17/2019**

#### 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.

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

591-1-1-.25(3) - Consultant discussed with provider to monitor and repair or replace the areas of wall behind the toilets in the PreK bathrooms and under the metal stall divider where the paint is beginning chip and rust is developing.

**Correction Deadline: 9/17/2019****Technical Assistance**

591-1-1-.25(3) - Consultant discussed with provider to monitor and repair or replace the table in the PreK classroom that is beginning to develop a chipped edge, as well as the counter tops by the PreK sinks, where the surface is beginning to chip and peel.

**Correction Deadline: 9/17/2019**

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

Discussed maintenance of resilient surface. Please fluff and redistribute under fall zones on the back left and second right playgrounds.

**Correction Deadline: 6/24/2019****Corrected on 9/17/2019**

**.26(4) - Correction of the previous citation in that consultant observed there to be no entrapment hazards to be present on the playground this date.**

**Defer**

591-1-1-.26(6)- The previous citation will be deferred until the next visit due to the provider being in progress of repairs to the fencing on this date.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 7/4/2019****Technical Assistance**

591-1-1-.26(9) - Consultant discussed with provider to monitor the playground for trash and remove as needed.

**Correction Deadline: 9/17/2019**

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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**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**

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

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

Field trip documentation observed to be complete.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Correction Deadline: 6/24/2019****Corrected on 9/17/2019****.36(7)(d)2. - Correction of the previous citation in that consultant observed evidence of second checks to have been completed for all recent transportation trips on this date.****Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****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 and staff on this date. Staff stated appropriate laundry practices and hygiene procedures are followed.

**Staff Records****Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/24/2017

Staff # 2

Met

Date of Hire: 06/20/2018

Staff # 3

Met

Date of Hire: 01/30/2018

Staff # 4

Met

**Records Reviewed: 12**

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

Date of Hire: 08/01/2016

Staff # 5 Met

Date of Hire: 05/19/2015

Staff # 6 Met

Date of Hire: 04/10/2019

Staff # 7 Met

Date of Hire: 07/14/2017

Staff # 8 Met

Date of Hire: 08/29/2016

Staff # 9 Met

Date of Hire: 05/09/2016

Staff # 10 Met

Date of Hire: 03/07/2019

Staff # 11 Met

Date of Hire: 07/30/2018

Staff # 12 Met

Date of Hire: 02/18/2019

**Staff Credentials Reviewed: 8**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

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

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

**Correction Deadline: 6/24/2019**

**Corrected on 9/17/2019**

**.31(2)(b)3.(ii)(I) - (VIII) - Correction of the previous citation in that consultant observed all staff members who were working as Lead Teachers to have evidence of adequate credentials on this date.**

**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.