



**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:** 2/17/2021    **VisitType:** Licensing Study    **Arrival:** 1:30 PM    **Departure:** 4:30 PM

**CCLC-38458**

**Butner Learning Academy**

2125 County Line Road Atlanta, GA 30331 Fulton County  
(404) 349-2656 butneracademy@yahoo.com

**Regional Consultant**

Michelle Smith

Phone: (404) 478-8183

Fax: (678) 717-5636

michelle.smith@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** No

<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.
02/17/2021	Licensing Study	Good Standing	
08/13/2020	Monitoring Visit	Good Standing	
01/14/2020	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	A - School Age	Six Year Olds and Over	1	2	C	8	C	NA	NA	Homework	
Main	B - 1R		0	0	C	9	C	NA	NA	Not In Use	
Main	C - Middle		0	0	C	5	C	NA	NA	Not In Use	
Main	D - Middle Back	One Year Olds and Two Year Olds	1	5	C	4	NC	NA	NA	Nap	
Main	E - Left		0	0	C	9	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			35			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 7			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside	34	C

**Comments**

An Administrative Review was conducted on February 9, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on February 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 May 12, 2020 was reviewed during the virtual inspection.

Continue to adhere to Executive Order.

Plan of Improvement: Developed This Date 02/17/2021

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.

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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.al.ga.gov](mailto: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.

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

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Tashia Harrison, Program Official

Date

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Michelle Smith, Consultant

Date



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### Findings Report

**Date:** 2/17/2021    **VisitType:** Licensing Study    **Arrival:** 1:30 PM    **Departure:** 4:30 PM

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Same

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 and the equipment and furniture was observed to be properly secured, as applicable.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property. Per the Director there are no swimming activities provided.

### Facility

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

**Met**

**Comment**

A Virtual Visit was conducted and the licensed capacity was observed to be routinely met by center.

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

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation during the Virtual Visit that one plunger, and one bottle used for cleaning solution was observed in the cabinet beneath the sink in the hallway restroom, used by children posing a potential hazard to children.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 2/17/2021**

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

591-1-1-.26(9)- Consultant was not able to evaluate this rule due to continuous weather changes, and the playground being heavily soiled by rain. Consultant will evaluate the playground during the next regulatory visit.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 8/23/2019**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

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**Health and Hygiene**

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**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. During the virtual walk through the diapering was discussed and the provider displayed proper knowledge of the rules and regulations.

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**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

591-1-1-.17(8) - Consultant discussed with Center Staff to ensure that hand washing procedures are completed before and after diapering children.

**Correction Deadline: 2/17/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider medication was not dispensed.

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**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Per the Director the Center does not keep animals on premises.

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**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.

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

Per the Director the Center does not participate in field trips at this time.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider there was no routine transportation provided.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****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. A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleeping position was discussed. Per the Director there are no infants enrolled at this time.

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**Staff Records**

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**Records Reviewed: 6****Records with Missing/Incomplete Components: 1**

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Staff # 1 Not Met

Date of Hire: 08/27/2013

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2 Met

Date of Hire: 06/23/2015

Staff # 3 Met

Date of Hire: 02/15/2016

Staff # 4 Met

Date of Hire: 02/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hiredStaff # 5 Met

Date of Hire: 02/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hiredStaff # 6 Met

Date of Hire: 07/18/2020

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**Staff Credentials Reviewed: 1**

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

Consultant observed six (6) of six (6) Center Staff to have valid evidence of a Satisfactory Comprehensive Criminal Records Check Determination letter on file as required.

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**591-1-1-.33 Staff Training****Technical Assistance****Technical Assistance**

591-1-1-.33(5) - Consultant discussed with Center Director to ensure that Center Staff have valid evidence available upon request for the completion of the 10- clock hours of annual training for 2021, as required by the Department.

**Correction Deadline: 3/19/2021**

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**591-1-1-.31 Staff(CR)****Not Met****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that the Center Staff did not have valid evidence of an academic requirement for lead teacher and/or lead caregiver as required by the Department.

**POI (Plan of Improvement)**

A teacher/lead care giver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 5/17/2021**

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<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratios was observed.

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

591-1-1-.32(7) - Consultant discussed with Center Director to ensure that all children are supervised at all times, regardless if Staff are transitioning from break, or conducting Virtual Visits.

**Correction Deadline: 2/17/2021**