



**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:** 3/19/2019    **VisitType:** Licensing Study    **Arrival:** 12:00 PM    **Departure:** 3:30 PM

**CCLC-38999**

**Bells Ferry Learning Center**

3639 Canton Road Marietta, GA 30066 Cobb County  
(770) 635-7720 sharon@bellsferrylc.com

**Regional Consultant**

Katrina Maddox

Phone: (706) 434-4412

Fax: (706) 434-7708

katrina.maddox@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.
03/19/2019	Licensing Study	Good Standing	
08/06/2018	Monitoring Visit	Good Standing	
03/23/2018	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- 1R	One Year Olds and Two Year Olds and Three Year Olds	2	14	C	15	C	NA	NA	Nap
Main	B-2R	Infants	1	6	C	11	C	NA	NA	Nap
Main	C- 3R		0	0	C	15	C	NA	NA	
Main	D- 2L		0	0	C	15	C	NA	NA	
Main	E- 1L	Three Year Olds and Four Year Olds	1	12	C	15	C	NA	NA	Nap
Main	F- Middle		0	0	C	27	C	NA	NA	
Total Capacity @35 sq. ft.: 98						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 32			Total Capacity @35 sq. ft.: 98			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infant/toddler	27	C
Main	B- Preschool-School age	194	C

**Comments**

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/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.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.

---

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)

---

Taylor Waldrip, Program Official

Date

---

Katrina Maddox, Consultant

Date



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

### Findings Report

**Date:** 3/19/2019 **VisitType:** Licensing Study

**Arrival:** 12:00 PM

**Departure:** 3:30 PM

**CCLC-38999**

**Bells Ferry Learning Center**

3639 Canton Road Marietta, GA 30066 Cobb County  
(770) 635-7720 sharon@bellsferrylc.com

**Mailing Address**  
Same

**Regional Consultant**

Katrina Maddox

Phone: (706) 434-4412

Fax: (706) 434-7708

katrina.maddox@decal.ga.gov

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.

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

**Met**

**Comment**

Center does not provide swimming activities.

### 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**

**Met**

**Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

<b>Facility</b>
-----------------

---

**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)****Not Met****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant's observation that the first right classroom did not have hot water to wash hands.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 3/22/2019**

---

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

Playground observed to be clean and in good repair.

<b>Food Service</b>
---------------------

---

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

Center menu meets USDA guidelines.

---

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

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
---------------------------

---

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

Proper diapering procedures observed.

**Comment**

Staff state proper knowledge of diapering procedures.

---

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

Proper hand washing observed throughout the center.

---

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

The Provider currently does not dispense/administer medication.

---

**Policies and Procedures**

---

---

**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

---

**591-1-1-.29 Required Reporting****Met****Comment**

Thank you for reporting as required.

---

**Safety**

---

---

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

Center does not keep animals on premises.

---

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

Children were observed to be napping.

---

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

Field trip documentation observed to be complete.

---

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

Complete documentation of transportation observed.

---

**Sleeping & Resting Equipment**

---

---

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

Pleasant naptime environment observed.

---

**Staff Records**

---

**Records Reviewed: 14****Records with Missing/Incomplete Components: 0**

---

Staff # 1

Met

Date of Hire: 03/18/2019

Staff # 2

Met

Date of Hire: 06/03/2016

Staff # 3

Met

Date of Hire: 03/18/2019

**Records Reviewed: 14**

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

---

Staff # 4 Date of Hire: 03/26/2018	Met
Staff # 5 Date of Hire: 07/18/2018	Met
Staff # 6 Date of Hire: 11/23/2016	Met
Staff # 7 Date of Hire: 01/16/2019	Met
Staff # 8 Date of Hire: 02/28/2019	Met
Staff # 9 Date of Hire: 03/28/2016	Met
Staff # 10 Date of Hire: 10/22/2018	Met
Staff # 11 Date of Hire: 11/05/2018	Met
Staff # 12 Date of Hire: 08/15/2016	Met
Staff # 13 Date of Hire: 12/05/2017	Met
Staff # 14 Date of Hire: 01/11/2019	Met

**Staff Credentials Reviewed: 14**

---

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

**Technical Assistance**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 5 file(s) for employees hired since last visit.

**Technical Assistance**

591-1-1-.09(1)(g) - TA will be provided until June 2019. Consultant did explain the process of obtaining out of state criminal records information for two employees. Consultant also explained to keep record of such evidence filed in staff records.

**Correction Deadline: 3/19/2019**

---

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

Complete first aid kits observed in center and on vehicles.

**Comment**

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

---

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

Discussed staff training. Please obtain required documentation.

**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.

<b>Staffing and Supervision</b>
---------------------------------

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Not Met****Finding**

591-1-1-.32(3) requires a Center with a licensed capacity of 18 or fewer children to maintain Staff-child ratios in mixed-age groups of children under three years old based on the age of the youngest child under three years of age. Where all of the children in any one group are three years of age or older, the age of the majority of the children in the group shall determine the Staff: child ratios . It was determined based on consultant's observation that 4 three-year-old children were observed during nap time in the one and two- year- old classroom.

**POI (Plan of Improvement)**

The Center will determine and maintain Staff: child ratios as required.

**Correction Deadline: 3/19/2019**

---

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

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