



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: 2/25/2019 **VisitType:** Licensing Study

Arrival: 9:10 AM

Departure: 1:55 PM

CCLC-39002

Carrington Academy at Kelly Mill

4420 Kelly Mill Road Cumming, GA 30040 Forsyth County
 (678) 455-6761 Alli.Halilovic@nclinc.com

Regional Consultant

Malissa Champion

Phone: (770) 357-4925

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malissa.champion@decal.ga.gov

Mailing Address

4420 Kelly Mill Road
 Cumming, GA 30040-5050

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. 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.
02/25/2019	Licensing Study	Good Standing	
12/03/2018	Incident Investigation Closure	Good Standing	
11/13/2018	Incident Investigation & Follow Up	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	Infants and One Year Olds	2	10	C	12	C	NA	NA	Free Play, Floor Play, Nap
Main	B/ 1L	Infants	1	3	C	12	C	NA	NA	Nap
Main	C/ 2L	One Year Olds and Two Year Olds	3	8	C	20	C	NA	NA	Circle Time
Main	Center Court		0	0	C	25	C	NA	NA	
Main	D/ 2R	One Year Olds	1	6	C	15	C	NA	NA	Free Play
Main	E/ 3R	Two Year Olds	1	10	C	21	C	NA	NA	Music, Circle Time
Main	F/ 4R (Potty Trained Only 2's)	Two Year Olds	2	11	C	21	C	NA	NA	Story
Main	G/ 3L	Three Year Olds and Four Year Olds	2	17	C	21	C	NA	NA	Centers
Main	H/ 4L	Four Year Olds and Five Year Olds	1	12	C	21	C	NA	NA	Outside
Main	I/ 5L	Four Year Olds and Five Year Olds	1	6	C	21	C	NA	NA	Art
Main	J/ 6L	PreK	2	22	C	20	NC	NA	NA	Centers
Main	K/ Back center	PreK	2	22	C	20	NC	NA	NA	Centers
Main	L/ 5R	Three Year Olds	2	20	C	21	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 250

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 147

Total Capacity @35 sq. ft.: 250

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A/ Left side	84	C
Main	B/ Back	100	C
Main	C/ Right side	58	C
Main	Water play area	11	C

Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit conducted on August 29, 2018.

Plan of Improvement: Developed This Date 02/25/2019

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.state.ga.us/CCS/Regulations.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.

- 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

Alli Halilovic, Program Official

Date

Malissa Champion, 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.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Facility**591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

591-1-1-.06 - Consultant discussed with provider to monitor bathrooms for necessary supplies on this date.

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(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were observed to be stored in unlocked cabinets and accessible to children receiving care on this date:

- Classroom D/2R - One bottle of glitter containing the label Keep Out of Reach of Children Under Three.
- Classroom E/2R - A bottle of "Febreze" air freshener, bottle of "Chlorox" spray, bottle of disinfectant, and one bottle of "Wizard" air freshener.
- Classroom F/4R - A container of "Chlorox" wipes and one bottle of "Dawn" dish washing liquid.
- Classroom H/4L - A staff member's purse.
- Classroom L/5R - A can of deodorizer cleaner.

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: 2/25/2019**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Technical Assistance**

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute. Playground observed to be clean and in good repair. Consultant discussed with provider to monitor playground area after inclement weather for any standing water (i.e. water collected in sand box, riding toys etc) on this date.

Food Service**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.

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

Staff state proper knowledge of diapering procedures.

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**

The Provider currently does not dispense/administer medication. Provider stated that no medication has been administered since last visit on August 29, 2018.

Policies and Procedures

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

Observed all required posted notices.

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

Discussed reporting requirements.

Safety

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

Center does not keep animals on premises.

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)**Technical Assistance****Comment**

Complete documentation of transportation observed.

Technical Assistance

591-1-1-.36(4)(b) - Consultant discussed with provider to monitor bus daily for cleanliness and normal wear and tear on this date.

Correction Deadline: 2/26/2019

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 32**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/12/2008

Records Reviewed: 32

Records with Missing/Incomplete Components: 0

Staff # 15 Met

Staff # 26 Met

Date of Hire: 10/05/2015

Staff # 31 Met

Records Reviewed: 32

Records with Missing/Incomplete Components: 2

Staff # 2 Met

Date of Hire: 03/28/2018

Staff # 3 Met

Date of Hire: 04/05/2017

Staff # 4 Met

Date of Hire: 07/27/2017

Staff # 5 Met

Date of Hire: 03/05/2018

Staff # 6 Met

Date of Hire: 10/01/2018

Staff # 7 Met

Date of Hire: 09/26/2016

Staff # 8 Met

Date of Hire: 06/11/2018

Staff # 9 Met

Date of Hire: 09/19/2017

Staff # 10 Met

Date of Hire: 01/22/2018

Staff # 11 Met

Date of Hire: 10/08/2018

Staff # 12 Met

Date of Hire: 10/05/2015

Staff # 13 Met

Date of Hire: 07/31/2017

Staff # 14 Met

Date of Hire: 09/04/2018

Staff # 16 Met

Date of Hire: 08/01/2018

Staff # 17 Met

Date of Hire: 11/26/2019

Staff # 18 Met

Date of Hire: 07/27/2017

Staff # 19 Met

Date of Hire: 12/01/2017

Staff # 20 Met

Date of Hire: 01/30/2017

Staff # 21 Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 22 Met

Date of Hire: 11/14/2018

Staff # 23 Met

Date of Hire: 08/20/2018

Staff # 24 Met

Date of Hire: 06/11/2018

Staff # 25 Met

Date of Hire: 01/21/2011

Staff # 27 Met

Date of Hire: 02/04/2019

Staff # 28 Met

Date of Hire: 01/18/2019

Staff # 29 Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Records Reviewed: 32

Records with Missing/Incomplete Components: 2

Staff # 30 Met
Date of Hire: 10/29/2018

Staff # 32 Met
Date of Hire: 01/23/2017

Staff Credentials Reviewed: 32

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided six file(s) for employees hired since last visit on August 29, 2018. Consultant observed six of six newly hired employees to have evidence of a satisfactory criminal record check letter on this date.

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

Comment

Complete first aid kits observed in center and on vehicles.

Comment

Please be mindful of training expiration dates.

591-1-1-.33 Staff Training Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that two of 32 staff members did not complete health and safety training within 90 days of employment.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 3/27/2019

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.