



**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:** 5/4/2021      **VisitType:** Monitoring Visit      **Arrival:** 10:00 AM      **Departure:** 11:00 AM

**CCLC-39002**

**Carrington Academy at Kelly Mill**

4420 Kelly Mill Road Cumming, GA 30040 Forsyth County  
 (678) 455-6761 alli.halilovic@carringtonacademy.com

**Regional Consultant**

Leena Mitchell

Phone: (706) 433-7111

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leena.mitchell@decal.ga.gov

**Mailing Address**

4420 Kelly Mill Road  
 Cumming, GA 30040-5050

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
05/04/2021	Monitoring Visit	Good Standing
10/13/2020	Licensing Study	Good Standing
02/11/2020	Incident Investigation Closure	Good Standing

**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.

**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	2	8	C	12	C	NA	NA	Free Play
Main	B/ 1L	One Year Olds	1	6	C	12	C	NA	NA	Circle Time
Main	C/ 2L	One Year Olds and Two Year Olds	3	16	C	20	C	NA	NA	Circle Time
Main	Center Court		0	0	C	25	C	NA	NA	Centers, Not In Use
Main	D/ 2R		0	0	C	15	C	NA	NA	Not In Use
Main	E/ 3R	Two Year Olds	1	9	C	21	C	NA	NA	Circle Time
Main	F/ 4R ( Potty Trained Only 2's )	Two Year Olds	1	10	C	21	C	NA	NA	Circle Time
Main	G/ 3L	Three Year Olds	1	13	C	21	C	NA	NA	Centers
Main	H/ 4L	Four Year Olds	1	17	C	21	C	NA	NA	Circle Time
Main	I/ 5L	Five Year Olds	2	15	C	21	C	NA	NA	Centers
Main	J/ 6L	PreK	2	21	C	20	NC	NA	NA	Centers
Main	K/ Back center	PreK	2	21	C	20	NC	NA	NA	Centers
Main	L/ 5R	Three Year Olds	2	13	C	21	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 250

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 149

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**

Background checks were all reviewed on April 30, 2021. A virtual inspection was conducted on May 5, 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 1, 2021 was reviewed during the virtual inspection.

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/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](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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Alli Halilovic, Program Official

Date

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Leena Mitchell, Consultant

Date



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### Findings Report

**Date:** 5/4/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 11:00 AM

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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**

A variety of equipment and toys were observed throughout the center.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**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)**

**Met**

**Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Technical Assistance**

591-1-1-.26 - Playground observed to be clean and in good repair. Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fluff and redistribute resilient surface as needed.

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**Food Service**

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

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of one (1) years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

**Correction Deadline: 5/4/2021****Comment**

591-1-1-.15(7) - Discussed new revision as of October 1, 2020, which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

**Correction Deadline: 5/4/2021**

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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 stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

Discussed reporting requirements.

## Safety

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Staff were observed to maintain a positive learning environment on this date. Staff stated proper discipline procedures during the virtual visit.

### 591-1-1-.36 Transportation(CR)

Met

#### Comment

Complete documentation of transportation observed.

#### Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - OGG 671 - Expires August 8, 2021.
- Vehicle Tag # - EBB 216 - Expires August 11, 2021.
- Vehicle Tag # - DQN 165 - Expires August 24, 2021.

## Sleeping & Resting Equipment

### 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. Staff stated proper safe sleep policy and procedure during virtual visit.

## Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 01/25/2019	
Staff # 2	Met
Date of Hire: 06/11/2018	
Staff # 3	Met
Date of Hire: 10/05/2015	
Staff # 4	Met
Date of Hire: 01/21/2011	
Staff # 5	Met
Date of Hire: 10/09/2018	
Staff # 6	Met
Date of Hire: 05/19/2015	
Staff # 7	Met

**Records Reviewed: 25****Records with Missing/Incomplete Components: 2**

Date of Hire: 04/15/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8

Met

Date of Hire: 08/28/2019

Staff # 9

Met

Date of Hire: 08/01/2018

Staff # 10

Not Met

Date of Hire: 01/14/2021

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 11

Met

Date of Hire: 04/07/2017

Staff # 12

Met

Date of Hire: 03/17/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 13

Met

Date of Hire: 03/17/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14

Met

Date of Hire: 08/01/2018

Staff # 15

Met

Date of Hire: 03/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 16

Met

Date of Hire: 08/24/2020

Staff # 17

Met

Date of Hire: 12/01/2017

Staff # 18

Met

Date of Hire: 09/26/2016

Staff # 19

Met

Date of Hire: 04/27/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 20

Met

Date of Hire: 01/23/2017

Staff # 21 Date of Hire: 07/27/2017	Met
Staff # 22 Date of Hire: 08/29/2019	Met
Staff # 23 Date of Hire: 01/25/2021 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 24	Met
Staff # 25 Date of Hire: 07/27/2017	Met

**Staff Credentials Reviewed: 11**

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

**Comment**

The director provided six files for staff members hired since the previous visit was conducted on October 13, 2020. The consultant observed six of six newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

**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 orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that the following staff members had not completed health and safety orientation training within their first 90 days of employment:  
Staff member # 10 with a documented date of hire of January 14, 2021.  
Staff member #23 with a documented date of hire of January 25, 2021.

**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 and will ensure that the training includes all required components as required.

**Correction Deadline: 6/3/2021**

**591-1-1-.31 Staff(CR) Technical Assistance**



**Technical Assistance**

Consultant discussed the following rule with the Provider on this date: 591-1-1-.31 - Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Comment**

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 1, 2021.

**Correction Deadline: 10/13/2020**

**Corrected on 5/4/2021**

**.31(2)(b)3.(iii) - The consultant observed the previous citation to be corrected in that the consultant observed the center to have of qualified lead teachers in each class.**

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

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

**Comment**

591-1-1-.32(7) - Discussed new revision as of October 1, 2020, which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

**Correction Deadline: 5/4/2021**