



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: 2/4/2019 **VisitType:** Monitoring Visit **Arrival:** 11:40 AM **Departure:** 2:40 PM

CCLC-39774

Victoria's Academy & Learning Center

110 E. DeRenne Avenue Savannah, GA 31405 Chatham County
 (912) 712-0001 victorias.academy@gmail.com

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672
 Fax: (866) 359-7490
 kesha.mcneal@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: ★

<u>Compliance Zone Designation</u>			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.
02/04/2019	Monitoring Visit	Support	
09/07/2018	Licensing Study	Good Standing	
02/07/2018	Monitoring Visit	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	Infants and One Year Olds	2	6	C	10	C	NA	NA	Nap,Diapering,Feeding,Transitioning
Main	B	Three Year Olds and Four Year Olds	1	8	C	13	C	NA	NA	Story,Lunch,Transitioning,Nap
Main	C	Two Year Olds	1	4	C	6	C	NA	NA	Diapering,Nap,Lunch,Transitioning
Main	D		0	0	C	4	C	NA	NA	
Total Capacity @35 sq. ft.: 33					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 18					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	40	C

Comments

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit.

All current staff had evidence of comprehensive background checks on file on this date.

The center does participate in transportation.

The center does not conduct field trips, medications, and swimming.

Plan of Improvement: To Be Submitted 02/18/2019

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/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.

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.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

Karen Fowler, Program Official

Date

Kesha McNeal, 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: 2/4/2019 **VisitType:** Monitoring Visit **Arrival:** 11:40 AM **Departure:** 2:40 PM

CCLC-39774

Victoria's Academy & Learning Center

110 E. DeRenne Avenue Savannah, GA 31405 Chatham County
(912) 712-0001 victorias.academy@gmail.com

Mailing Address
Same

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672
Fax: (866) 359-7490
kesha.mcneal@dec.al.ga.gov

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.

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)

Not Met

Finding

591-1-1-.25(17) requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. It was determined based on the consultant's observation that there were plants and thorny bushes growing on the back middle section of the playground accessible to children.

Correction Deadline: 2/4/2019

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

Not Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on the consultant's observation that the following fencing hazards existed in that:

- The fencing on the back middle measured approximately three feet, nine inches.
- The fencing on the back right corner measured approximately three feet, eight inches.
- The fencing across from the play tires measured approximately three feet, eleven inches.
- The fencing across from the little tikes slide measured approximately three feet, ten inches.

Correction Deadline: 2/4/2019

Recited on 2/4/2019

Health and Hygiene

591-1-1-.07 Children's Health

Technical Assistance

Technical Assistance

591-1-1-.07(5) - Please ensure that center staff do not permit children to attach pacifiers to their clothing in room A.

Correction Deadline: 2/4/2019

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

Met

Comment

Proper diapering procedures observed.

Correction Deadline: 9/7/2018

Corrected on 2/4/2019

.10(4) - Previous citation observed corrected on this date.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on the consultant's observation that the floater/caregiver of the facility was observed moving from one child care group to another and not washing their hands with liquid soap and warm running water.

.....

.....

.....

.....

.....

Correction Deadline: 2/4/2019**Recited on 2/4/2019**

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

The Provider currently does not dispense/administer medication.

Safety

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

Age-appropriate discussion and/or redirection observed.

Comment

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

591-1-1-.36 Transportation(CR)**Not Met****Comment**

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

.....

.....

.....

.....

.....

Comment

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

.....

.....

.....

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

The vehicle was checked for compliance. Proper restraints were observed and discussed with the director.

Corrected on 2/4/2019

.36(3)(a-b) - Previous citation observed corrected on this date.

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on the consultant's review that four children enrolled had incomplete parental authorization for routine transportation in that the authorization was missing the following: pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child.

Georgia Department of Early Care and Learning

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on the consultant's review that one child being transported did not have emergency medical information record on file on this date. It was further determined based on the consultant's review that more than twenty percent of children who are being transported had incomplete emergency medical information on file on this date.

.....

.....

.....

.....

.....

Correction Deadline: 2/5/2019

Finding

591-1-1-.36(7)(c) 3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on the consultant's review that on September 17, 2018, the center did not document the depart time from the facility.

.....

.....

.....

.....

.....

Correction Deadline: 2/5/2019

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on the consultant's review that on October 4, 2018 for the afternoon route from Windsor Forest Elementary, the center did not document or conduct a second check of the vehicle.

.....

.....

.....

.....

.....

Correction Deadline: 2/4/2019

Recited on 2/4/2019

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30(1)(d) - Please ensure that children are placed on cots and mats so that one child's head is toward another child's feet in the same row for classrooms A, B, and C.

Correction Deadline: 2/4/2019

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/24/2016	
Staff # 2	Met
Date of Hire: 01/02/2016	
Staff # 3	Met
Date of Hire: 08/24/2016	
Staff # 4	Met
Date of Hire: 12/12/2016	
Staff # 5	Met
Date of Hire: 05/01/2017	
Staff # 6	Met
Date of Hire: 10/01/1990	

Staff Credentials Reviewed: 6

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

Met

Comment

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR)

Met

Correction Deadline: 9/7/2018

Corrected on 2/4/2019

.09(1)(a) - Previous citation observed corrected on this date.

Correction Deadline: 9/7/2018

Corrected on 2/4/2019

.09(1)(d) - previous citation observed corrected.

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

Met

Comment

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.

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

Adequate supervision observed on this date.