



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: 9/17/2020 **VisitType:** Monitoring Visit

Arrival: 9:30 AM

Departure: 1:30 PM

CCLC-52189

Kids Harbor of Hamilton Mill

2852 Hog Mountain Road Dacula, GA 30019 Gwinnett County
 (770) 831-5454 director.hamiltonmill@kids-harbor.com

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
09/17/2020	Monitoring Visit	Good Standing	
12/19/2019	Initial Licensing Study	Good Standing	

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-1L-Infants & 1's	Infants and One Year Olds	1	5	C	12	C	NA	NA	Floor Play, Free Play
Main	B-2L-3's	Two Year Olds	1	9	C	20	C	28	C	Transitioning, Centers
Main	C-3L-1's & 2's	One Year Olds	2	9	C	15	C	NA	NA	Transitioning, Story, Free Play
Main	D-4L-4's & 5's	Four Year Olds	1	7	C	20	C	27	C	Snack, Centers, Transitioning
Main	E-5L-4's & 5's	Four Year Olds	2	15	C	24	C	34	C	Centers
Main	F-6L-4's & Up	PreK	2	19	C	25	C	34	C	Centers
Main	G-7L-4's & Up		0	0	C	24	C	33	C	
Main	H-8R-4's & Up	Six Year Olds and Over	1	5	C	25	C	35	C	Homework
Main	I-7R-4's & Up	PreK	2	18	C	25	C	35	C	Centers
Main	J-6R-3's	Three Year Olds	1	10	C	25	C	35	C	Centers, Free Play, Transitioning
Main	K-5R-3's		0	0	C	19	C	26	C	Not In Use
Main	L-4R-4's & Up	Five Year Olds and Six Year Olds and Over	1	8	C	14	C	20	C	Centers
Main	M-3R-2's	Two Year Olds	1	8	C	17	C	NA	NA	Free Play
Main	N-2R-2's	Two Year Olds	2	9	C	19	C	NA	NA	Free Play, Centers, Transitioning

Main	O-1R-Infants	Infants	1	6	C	12	C	NA	NA	Floor Play,Nap
Total Capacity @35 sq. ft.: 296					Total Capacity @25 sq. ft.: 382					
Total # Children this Date: 128		Total Capacity @35 sq. ft.: 296			Total Capacity @25 sq. ft.: 382					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Front L-Infants,1's	14	C
Main	Playground B-Special use-Garden	36	C
Main	Playground C-Back L-4's & Up	88	C
Main	Playground D-Back R-4's & Up	140	C
Main	Playground E- Right Middle-3's	124	C
Main	Playground F-Special use-Splash	18	C
Main	Playground G-Front R-2's	33	C

Comments

A virtual inspection was conducted on September 17, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. The program was in compliance with the Executive Order issued on August 16, 2020 and 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@decals.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://decals.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.

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.decals.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@decals.ga.gov

Terri Wilson, Program Official

Date

Kelly Jones, Consultant

Date



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Findings Report

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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.

Correction Deadline: 12/26/2019

Corrected on 9/17/2020

.12(4) - The previous citation was observed to be corrected on this date. Consultant observed all computer and television screens to be secured as applicable 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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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.

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

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through on this date. Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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.

Safety

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

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

Center does not participate in field trips at this time.

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

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

Comment

Complete documentation of transportation observed.

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.

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 Records

Staff # 1 Date of Hire: 08/01/2016	Met
Staff # 2 Date of Hire: 02/28/2019	Met
Staff # 3 Date of Hire: 01/23/2014	Met
Staff # 4 Date of Hire: 07/30/2019	Met
Staff # 5 Date of Hire: 08/28/2017	Met
Staff # 6 Date of Hire: 08/15/2019	Met
Staff # 7 Date of Hire: 08/05/2019	Met
Staff # 8 Date of Hire: 05/15/2017	Met
Staff # 9 Date of Hire: 10/21/2019	Met
Staff # 10 Date of Hire: 05/16/2014	Met
Staff # 11 Date of Hire: 09/26/2016	Met
Staff # 12 Date of Hire: 08/17/2020	Met
Staff # 13 Date of Hire: 06/12/2018	Met
Staff # 14 Date of Hire: 05/10/2017	Met
Staff # 15 Date of Hire: 07/30/2019	Met

Staff # 16 Date of Hire: 11/26/2018	Met
Staff # 17 Date of Hire: 08/01/2016	Met
Staff # 18 Date of Hire: 08/26/2020	Met
Staff # 19 Date of Hire: 08/11/2020	Met
Staff # 20 Date of Hire: 12/30/2013	Met
Staff # 21 Date of Hire: 03/13/2019	Met
Staff # 22 Date of Hire: 01/01/2016	Met
Staff # 23 Date of Hire: 12/05/2018	Met
Staff # 24 Date of Hire: 12/05/2018	Met
Staff # 25 Date of Hire: 07/17/2019	Met
Staff # 26 Date of Hire: 04/08/2014	Met
Staff # 27 Date of Hire: 08/25/2015	Met
Staff # 28 Date of Hire: 01/21/2020	Met
Staff # 29 Date of Hire: 07/29/2019	Met
Staff # 30 Date of Hire: 07/22/2015	Met

Staff # 31 Met
Date of Hire: 12/09/2013

Staff # 32 Met
Date of Hire: 12/09/2013

Staff Credentials Reviewed: 16

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 5 file(s) for employees hired since last visit December 19, 2020.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on August 16, 2020.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff observed to provide direct supervision and be attentive to children's needs.