



**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

**Cover Sheet**

**Date:** 12/6/2021 **VisitType:** Monitoring Visit

**Arrival:** 10:00 AM

**Departure:** 12:20 PM

**CCLC-39002**

**Carrington Academy at Kelly Mill**

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

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**Mailing Address**

4420 Kelly Mill Road  
 Cumming, GA 30040-5050

**Quality Rated:** No

<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.
12/06/2021	Monitoring Visit	Good Standing	
11/09/2021	Complaint Investigation by Phone	Good Standing	
11/02/2021	Complaint Investigation by Phone	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/ 1R		0	0	C	12	C	NA	NA	
Main	B/ 1L	Infants and One Year Olds	2	10	C	12	C	NA	NA	Story,Feeding,Nap
Main	C/ 2L	One Year Olds	1	7	C	20	C	NA	NA	Free Play
Main	Center Court		0	0	C	25	C	NA	NA	
Main	D/ 2R		0	0	C	15	C	NA	NA	Not In Use
Main	E/ 3R	Two Year Olds	2	20	C	21	C	NA	NA	Lunch
Main	F/ 4R ( Potty Trained Only 2's )		0	0	C	21	C	NA	NA	Not In Use
Main	G/ 3L	Three Year Olds	1	15	C	21	C	NA	NA	Art
Main	H/ 4L		0	0	C	21	C	NA	NA	Not In Use
Main	I/ 5L	Four Year Olds and Five Year Olds	1	18	C	21	C	NA	NA	Circle Time
Main	J/ 6L	GA PreK	2	13	C	20	C	NA	NA	Circle Time
Main	K/ Back center	GA PreK	2	17	C	20	C	NA	NA	Outside
Main	L/ 5R		0	0	C	21	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 250						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 100						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**

A virtual inspection was conducted on December 6, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Reminders: Please be sure to contact the Forsyth County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Please also complete a Required Report in DECAL KOALA for all communicable diseases within 24 hours.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility closed temporarily for one day or more.


Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

As of August 2, 2021, all amendments are required to be entered in DECAL KOALA.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.



Plan of Improvement: Developed This Date 12/06/2021

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.decal.ga.gov/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

**Important New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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)

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.

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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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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.

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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)

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Caitlin Resendiz, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 12/6/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:20 PM

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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 Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the fall zones did not have adequate mulch in the following areas:

**Left Side playground:**

- Under the swings there was half an inch of mulch observed, where six inches were needed.
- There was half inches of mulch observed on the curved and straight rock climbing walls, where three inches were needed.
- There was half inches of mulch observed on the sides of the double, straight and curvy tan slides, where three inches were needed.

**Back Playground:**

- There was half inch of mulch observed on the climbing dome and monkey bars, where six inches were needed.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 12/16/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff stated proper knowledge of diapering procedures.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper hand washing observed throughout the center.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Redirection is used as discipline.

**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 that three children being transported did not have the physician's information recorded on their medical emergency forms.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 12/7/2021**

**Sleeping & Resting Equipment**

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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**
**Records Reviewed: 18**
**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 01/25/2019	
Staff # 2	Met
Date of Hire: 10/09/2018	
Staff # 3	Met
Date of Hire: 08/28/2019	
Staff # 4	Met
Date of Hire: 09/03/2019	
Staff # 5	Not Met
Date of Hire: 05/14/2018	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 6	Met
Date of Hire: 08/24/2020	
Staff # 7	Met
Date of Hire: 07/02/2021	

**Records Reviewed: 18****Records with Missing/Incomplete Components: 1**

Staff # 8 Date of Hire: 09/08/2021	Met
Staff # 9 Date of Hire: 08/09/2017	Met
Staff # 10 Date of Hire: 01/23/2017	Met
Staff # 11 Date of Hire: 10/25/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 09/06/2021	Met
Staff # 13 Date of Hire: 06/14/2021	Met
Staff # 14 Date of Hire: 07/27/2017	Met
Staff # 15 Date of Hire: 08/29/2019	Met
Staff # 16 Date of Hire: 11/29/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 17 Date of Hire: 05/23/2016	Met
Staff # 18 Date of Hire: 07/27/2017	Met

**Staff Credentials Reviewed: 9****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #5 did not have a completed a fingerprint application on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure to complete a fingerprint application for staff prior to them being present at the center to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CRC modules regarding criminal records to ensure the CRC rules are maintained. The provider submitted and has completed the fingerprint process on this date.

**Correction Deadline: 12/6/2021**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #5 whose hire date was May 14, 2018, did not have evidence of a valid comprehensive background check on file, which was outside of the preceding 12 months.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure to receive a completed a records check determination for staff prior to them being present at the center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review the CRC modules regarding criminal records to ensure the CRC rules are maintained. The provider completed the process and received a letter on file on this date.

**Correction Deadline: 12/6/2021**

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

**Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

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

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

**Corrected on 12/6/2021**

**.33(3) - The previous citation was observed to be corrected in that the current eligible staff has completed the Health and Safety Orientation Training. Please ensure that staff completes the training within the 90 day period.**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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**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.



**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date. Discussed new revision to the supervision rule 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.