



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: 3/29/2023 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 2:30 PM

CCLC-39774

Victoria's Academy & Learning Center

110 E. DeRenne Avenue Savannah, GA 31405 Chatham County
 (912) 712-0127 victorias.academy@gmail.com

Region Consultant

Jerica Davis

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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. 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.
03/29/2023	Monitoring Visit	Deficient	
09/26/2022	Licensing Study	Good Standing	
04/28/2022	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	One Year Olds and Two Year Olds	1	5	C	10	C	NA	NA	Floor Play, Transition in 9
Main	B	Three Year Olds and Four Year Olds and Five Year Olds	1	12	C	13	C	NA	NA	Circle Time, Centers
Main	C	Infants	1	3	C	6	C	NA	NA	Feeding
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: 20			Total Capacity @35 sq. ft.: 33			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	40	C

Comments

The purpose of today's visit is to conduct a Monitoring Visit.

Plan of Improvement: To Be Submitted 04/13/2023

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us for more information. Free technical assistance is available!

Karen Fowler, Program Official

Date

Jerica Davis, 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.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

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

Not Met

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on a review of records that the attendance records indicated that center staff signed the children in to the center on March 29, 2023, and did not include the signature of the parent/guardian of the children upon arrival as required.

Correction Deadline: 3/29/2023

Recited on 3/29/2023

Evening Care

591-1-1-.32 Staffing/Supervision(CR)

Met

Comment

Evening Care supervision rules were discussed with the director.

Facility

591-1-1-.19 License Capacity(CR)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that classroom B had 20 children present when the consultant arrived in a space licensed for 13 children.

Correction Deadline: 3/29/2023

Recited on 3/29/2023

591-1-1-.25 Physical Plant - Safe Environment(CR)

Technical Assistance

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Technical Assistance

Please ensure that floor coverings be tight, smooth, free of odors and washable or cleanable. Please ensure that the flooring in the kitchen is free from cracks and is smooth, washable and cleanable. Please repair or replace the broken kitchen tiles.

Correction Deadline: 4/28/2023

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

Technical Assistance

Technical Assistance

Please ensure that the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. Please ensure to pick up pine cones to prevent injuries. Additionally, please inspect the playground for ants and treat as needed.

Correction Deadline: 3/29/2023

Food Service

Correction Deadline: 9/26/2022

Corrected on 3/29/2023

.15(5) - This citation was observed to be corrected on this date. A current menu was reviewed on this date.

Health and Hygiene

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

Not Met

Finding

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the changing pads in classrooms A and C were quilted and were not nonporous as required.

Correction Deadline: 3/29/2023

591-1-1-.17 Hygiene(CR)

Not Met

Comment

Please ensure lids remain on trash containing organic waste.

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that a child in classroom B cleaned her nose with a paper towel and then did not wash her hands with liquid soap and warm running water after as required.

Correction Deadline: 3/29/2023

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.

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

Not Met

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the center did not have evidence of a current annual safety check for the vehicle used for transportation when requested by the department at the visit. The annual vehicle inspection was observed to be last completed on September 16, 2020 for the vehicle used for transportation.

Correction Deadline: 5/1/2023

Recited on 3/29/2023

Correction Deadline: 9/27/2022

Corrected on 3/29/2023

.36(6) - This citation was observed to be corrected on this date. A parent written authorization form for the child transported was completed and on file as required.

Correction Deadline: 9/27/2022

Corrected on 3/29/2023

.36(7)(c) - This citation was observed to be corrected on this date. The transportation locations and staff were listed on the transportation checklists.

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that a check or other mark/symbol to account for each child listed on the passenger transportation checklist was not documented for the load and unload for one out of one child on Friday, December 9, 2022, on the afternoon route from Pulaski to Victoria's Academy & Learning Center.

Correction Deadline: 3/29/2023

Recited on 3/29/2023

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

Please ensure that all crib mattresses are firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. Please ensure that the mattresses are flat without gaps before occupied by infants.

Correction Deadline: 3/29/2023

Staff Records

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

Not Met

Comment

Director provided three files for employees hired since the last visit.

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 observation that staff member # 5, who was observed providing supervision to three infants in classroom C, did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site before employment as required.

Correction Deadline: 3/29/2023

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 observation that staff member # 5, who was observed providing supervision to three infants in classroom C, did not have a satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care as required.

Correction Deadline: 3/29/2023

591-1-1-.24 Personnel Records

Technical Assistance

Technical Assistance

Please ensure that the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation. Please ensure that all 10 year work history forms and orientation forms are filled out completely.

Correction Deadline: 4/3/2023

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

591-1-1-.33(5)- This citation will be reviewed at the next Licensing Study.

Correction Deadline: 12/31/2022

591-1-1-.31 Staff(CR)**Met****Correction Deadline: 9/26/2022****Corrected on 3/29/2023****.31(2)(b)2. - This citation was observed to be corrected on this date. Classroom D is no longer in use.**

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Correction Deadline: 9/26/2022****Corrected on 3/29/2023****.32(1) - This citation was observed to be corrected. Correct ratios were observed.**

591-1-1-.32 Supervision(CR)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that watchful oversight and direct supervision was not provided when a staff member in classroom A left two one-year-old children in the classroom unattended briefly when she left the classroom to go get a child from classroom B.

Correction Deadline: 3/29/2023**Recited on 3/29/2023**