



**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: 11/18/2021 **VisitType:** Licensing Study

Arrival: 3:00 PM

Departure: 5:00 PM

CCLC-1794

Athens Christian School, Inc

1270 Highway 29 North Athens, GA 30601 Clarke County
(706) 549-0580 karen.lillie@athenschristianschool.org

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
11/18/2021	Licensing Study	Good Standing	
04/27/2021	Monitoring Visit	Good Standing	
11/04/2020	Licensing Study	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	1 LF		0	0	C	14	C	NA	NA	Not In Use
Main	1 RT	Three Year Olds and Four Year Olds	1	2	C	13	C	NA	NA	Transitioning, Outside
Main	2 LF		0	0	C	12	C	NA	NA	Not In Use
Main	2 RT		0	0	C	12	C	NA	NA	
Main	3 LF		0	0	C	12	C	NA	NA	Not In Use
Main	3 RT	Five Year Olds	1	2	C	12	C	NA	NA	Outside, Transitioning
Main	4 LF		0	0	C	12	C	NA	NA	Not In Use
Main	4 RT	Four Year Olds and Five Year Olds	1	4	C	13	C	NA	NA	Transitioning, Outside

Total Capacity @35 sq. ft.: 100

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 8

Total Capacity @35 sq. ft.: 100

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	364	C

Comments

An Administrative Review was conducted on November 18, 2021,. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 18, 2021, with the Provider. An in- person visit was not conducted due to the COVID- 19 pandemic

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



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.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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)

Karen Lillie, Program Official

Date

Kelly Jones, Consultant

Date



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Findings Report

Date: 11/18/2021 **VisitType:** Licensing Study

Arrival: 3:00 PM

Departure: 5:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

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

Comment

Discussed rotating toys to support the procedures of daily disinfecting.

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. No pool observed on site.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Comment

Parent agreements observed obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Please monitor bathrooms for necessary supplies.

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.

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

Correction Deadline: 5/7/2021

Corrected on 11/18/2021

.26(8) - The previous citation was observed to be corrected on this date. The facility is having new rubber resilient surface installed.

Food Service

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

Comment

Center menu meets USDA guidelines. Center only provides snack.

591-1-1-.18 Kitchen Operations **Met**

Comment

The facility does not have a kitchen in the preschool area.

Health and Hygiene

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

Comment

No diapering children enrolled.

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

Comment

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

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

Comment

Documentation for medication dispensing observed complete. Discussed Action Plans with the director.

Correction Deadline: 4/27/2021

Corrected on 11/18/2021

.20(2) - The previous citation was observed to be corrected on this date. Medication forms were complete and did not exceed the two week limitation.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

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

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

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

Comment

Staff were observed to maintain a positive learning environment on this date. 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 stated knowledge of appropriate discipline procedures.

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

Comment

Field trip documentation observed to be complete.

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

Comment

Center does not provide routine transportation currently. Transportation was offered in the summer for field trips.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined that staff # 6, hire date 8/24/2020 staff # 10, hire date 6/2/2017, staff # 14, and hire date 6/7/2021 did not have evidence on file of completing the required transportation training.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Sleeping & Resting Equipment

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

Comment

Program does not care for infants.

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

Records Reviewed: 14

Records with Missing/Incomplete Components: 3

Staff # 1	Met
Date of Hire: 08/25/2026	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 01/05/2021	
Staff # 3	Met
Date of Hire: 08/30/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 03/03/2019	
Staff # 5	Met
Date of Hire: 09/01/2017	
Staff # 6	Not Met
Date of Hire: 08/24/2020	
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 7	Met
Date of Hire: 08/13/2021	
Staff # 8	Met
Date of Hire: 08/13/2021	
Staff # 9	Met
Date of Hire: 10/28/2019	
Staff # 10	Not Met
Date of Hire: 06/02/2017	
<u>"Missing/Incomplete Components"</u>	

Records Reviewed: 14**Records with Missing/Incomplete Components: 3**

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 11

Met

Date of Hire: 08/01/2007

Staff # 12

Met

Date of Hire: 08/28/2017

Staff # 13

Met

Date of Hire: 09/22/2016

Staff # 14

Not Met

Date of Hire: 06/07/2021

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff Credentials Reviewed: 4**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

14 of 14 Criminal record checks were observed to be complete.

Comment

Director provided five file(s) for employees hired since last visit 4/27/2021.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

Comment

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

591-1-1-.33 Staff Training**Technical Assistance****Comment**

Documentation observed of required staff training.

Technical Assistance

591-1-1-.33(4) - Discussed the requirements that within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

Correction Deadline: 12/18/2021

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. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.