



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: 6/22/2022 **VisitType:** Licensing Study

Arrival: 11:00 AM **Departure:** 2:15 PM

CCLC-3329

The Preschool Academy

2800 Atlanta Highway Athens, GA 30606 Clarke County
 (706) 353-8183 the.preschool.acad@gmail.com

Regional Consultant

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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.
06/22/2022	Licensing Study	Good Standing	
03/29/2022	Complaint Closure	Good Standing	
03/29/2022	Complaint Investigation Follow Up	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	1R	Infants	2	6	C	25	C	NA	NA	Feeding, Free Play, Floor Play, Nap
Main	2R	One Year Olds	2	9	C	24	C	NA	NA	Free Play
Main	3R Back	Two Year Olds	2	10	C	18	C	NA	NA	Free Play
Main	3R front		0	0	C	32	C	NA	NA	
Main	4R Back	Two Year Olds and Three Year Olds	2	6	C	13	C	NA	NA	Free Play
Main	4R Front	Three Year Olds and Four Year Olds	1	14	C	35	C	NA	NA	Free Play
Main	5R left side	Four Year Olds	1	13	C	23	C	NA	NA	Transitioning
Main	5R right side	Four Year Olds and Five Year Olds and Six Year Olds and Over and PreK	2	12	C	18	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 188

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 70

Total Capacity @35 sq. ft.: 188

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground - A	44	C
Main	Playground - B	152	C
Main	Playground - C	8	C

Comments

On this date, consultant followed up to previous visit and conducted an on-site Licensing study. Consultant requested provider submit required documents for the Administrative Review process.

Plan of Improvement: Developed This Date 06/22/2022

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 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!

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)

Catherine Corey, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that there was a hole with a sharp edge in the back of the cubby shelf to the left upon entering the classroom and this was accessible to the children in the 4R Back classroom.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 6/29/2022

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)-Emergency Contact information Missing

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 4 Not Met
"Missing/Incomplete Components"
.08(1)-Parent Names, Work Numbers,.08(1)-Emergency Contact information Missing

Child # 5 Not Met
"Missing/Incomplete Components"
.08(1)-Parent Names, Work Numbers,.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that the following children were missing information on their enrollment application:

- Child #1: Missing their mother and father's complete work address and emergency contact information.
- Child #2: Missing their father's complete work address
- Child #3: Missing their mother and father's complete work address
- Child #4: Missing their father's complete work address and their emergency contact address
- Child #5: Missing their mother's complete work address, their emergency contact address and their physician's phone number.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 6/22/2022

Technical Assistance

591-1-1-.08(6) - Please ensure that all parents are entering the drop off and pick up times and signing or initialing on their electronic reports.

Correction Deadline: 6/22/2022

Facility

591-1-1-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the fan in the girls bathroom in the 4R Front classroom.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 7/22/2022

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(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation the following hazards were observed:

-1R: In a cabinet under the sink where the latch was not working properly, three cans of Lysol spray, Mr. Clean, and disinfectant spray were accessible.

-2R: Sunscreen was observed in a child's cubby and a hanging cord from a fan to the right of the classroom was accessible.

-3R front: A broom, dust pan, and dry mop were accessible to the children near the tables where the children eat. Febreze, Lysol spray, Odo Ban were accessible on a shelf with diapers where Desitin, plastic trash bags and other diaper creams were accessible. Also, in the girls bathroom, a red bucket was observed with plastic bags accessible.

-4R Back: Hand sanitizer was observed to be accessible to children near the art area.

-4R Front: Sunscreen, Tylenol, Aquaphors, wipes packaging, baby wash, and Voltaren were accessible in children's bags.

-5R right side: Potting soil was observed to be accessible in the left corner near the window. Also, a stapler and staple remover, tape dispenser with a sharp edge were observed to be accessible. Sunscreen, Vaseline and wipes packaging were observed in children's cubbies.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items. Some items were removed during the visit.

Correction Deadline: 6/22/2022

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the following items were in need of repair in the following classrooms:

-3R front: In the 1st left boys bathroom there was a broken tile near the first toilet. Also, the black material on the stairs was in need of repair as it was not secured to the step.

-4R Front: In the boys bathroom and the storage room, the ceiling was observed to have water stains.

-5R left side: There was peeling paint by the wall at the handwashing sinks. In the bathroom, there was an open window that would not shut and exposed rotting wood was observed.

-5R right side: The bottom hinge on the door to enter the classroom was broken and in need of repair. Also, peeling paint was observed below the window to the left.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 7/22/2022

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on a review of records that the outlet was observed to be uncovered in the 5R left side near the library area and in the 5R right side to the left upon entrance into the classroom, near where the radio and fridge were.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

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

Not Met

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 observation that the AC unit was observed to not be enclosed and accessible upon the exit of the classrooms to the playground.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 7/13/2022

Finding

591-1-1-.26(9) requires 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. It was determined based on observation that the following hazards were observed on the playground:

- Playground A: Fallen branches were observed to the right and far left, from the entrance, near the wire fence.
- Playground B: Pinecones were observed throughout the playground. Also, fallen branches and leaves were observe to the left of the entrance from the classroom. Further, the S hooks on the swings were in need of tightening on the top and the bottom. Swing one and three were observed to be rusting. At the left corner, rotting and chipping wood were observed near the blue and green xylophone. The metal cord on the xylophone was also unbraiding and accessible. There was a nail that was not flush on the edge of the platform on the left of the wooden structure just before the red and green metal slide.
- Playground C: Peeling wall to the right from the exit of the building on to the playground.

Also, the path from the classroom to Playground B from the 4R back classroom exit was observed to have a border leaning and in need of repair. There was a loose board with a hole in the border from the path to and from the classroom upon entrance at the gate. Exposed roots were observed from the path to the playground.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 7/13/2022

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Not Met

Comment

Proper hand washing observed throughout the center.

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 the hot water was not working in both of the handwashing sinks in the 4R Front classroom.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 7/22/2022

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

Not Met

Finding

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on a review of records that medication records were not completed according to the authorization when it was observed that no medication was recorded to have been given on May 23, 2022. Also, medication was observed to not be recorded as being administered for one child on May 27, 2022 for the afternoon dose. Further, one child's records showed that medication was recorded as being administered three times on June 8, 2022 and only once on June 9, 2022.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 6/22/2022

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

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: 17

Records with Missing/Incomplete Components: 1

Staff # 1 Met
Date of Hire: 08/18/2021

Staff # 2 Not Met
Date of Hire: 05/28/2019

"Missing/Incomplete Components"
.33(5)-10 Hrs. Annual Training

Staff # 3 Met

Records Reviewed: 17**Records with Missing/Incomplete Components: 1**

Date of Hire: 12/01/1997

Staff # 4 Met

Date of Hire: 05/20/2017

Staff # 5 Met

Date of Hire: 01/15/1997

Staff # 6 Met

Date of Hire: 11/10/2021

Staff # 7 Met

Date of Hire: 10/22/2018

Staff # 8 Met

Date of Hire: 04/18/2016

Staff # 9 Met

Date of Hire: 02/01/2002

Staff # 10 Met

Date of Hire: 12/08/2021

Staff # 11 Met

Date of Hire: 02/26/2003

Staff # 12 Met

Date of Hire: 07/15/2021

Staff # 13 Met

Date of Hire: 03/21/2022

Staff # 14 Met

Date of Hire: 05/11/2021

Staff # 15 Met

Date of Hire: 01/31/2022

Staff # 16 Met

Date of Hire: 11/11/2021

Staff # 17 Met

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met**

Comment

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(1) requires 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; It was determined based on a review of records that the initial orientation for all staff was not uploaded in DECAL KOALA.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 6/27/2022

591-1-1-.33 Staff Training

Not Met

Correction Deadline: 4/28/2022

Corrected on 6/22/2022

.33(3) - The previous citation was observed to be corrected in that all eligible staff has their Health and Safety Orientation training. Please ensure that all new staff completes their training within their 90 day period.

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff #2 and #11 did not have current evidence of ten hours of annual training for 2021.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 7/22/2022

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

Met

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

Correction Deadline: 3/29/2022

Corrected on 6/22/2022

.32(2) - The previous citation was observed to be corrected in that the appropriate ratios were observed throughout the center. Please be sure to maintain ratios at all times.

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 mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.