



**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:** 3/21/2022    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 1:00 PM

**CCLC-16039**

**Arrow Christian Academy at College Park**

1488 Norman Dr. College Park, GA 30349 Clayton County  
 (770) 997-0711 tcalearninginc@bellsouth.net

**Regional Consultant**

tomikia sherman

Phone:

Fax:

tomikia.sherman@decal.ga.gov

Joint with: Shannon Curtis

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

| <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. |
|------------------------------------|-------------------|---------------|--|
| 03/21/2022                         | Licensing Study   | Good Standing |  |
| 10/07/2021                         | Monitoring Visit  | Good Standing |  |
| 06/02/2021                         | Complaint Closure | Good Standing |  |

  

|                      |   |
|----------------------|---|
| <b>Good Standing</b> | - Program is demonstrating an acceptable level of performance in meeting the rules.     |
| <b>Support</b>       | - Program performance is demonstrating a need for improvement in meeting rules.         |
| <b>Deficient</b>     | - 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     | Room A - 1st Right | Infants         | 2     | 9        | C    | 18         | C            | NA         | NA           | Floor Play    |
| Main     | Room B - 2nd Right | One Year Olds   | 2     | 17       | C    | 18         | C            | NA         | NA           | Nap           |
| Main     | Room C - 3rd Right | Two Year Olds   | 2     | 16       | C    | 18         | C            | 25         | C            | Transitioning |
| Main     | Room D - 3rd Left  |                 | 0     | 0        | C    | 18         | C            | 25         | C            |               |
| Main     | Room E - 2nd Left  | Three Year Olds | 2     | 20       | NC   | 18         | NC           | NA         | NA           | Story         |
| Main     | Room F - 1st Left  | GA PreK         | 2     | 16       | C    | 18         | C            | 25         | C            | Centers       |

Total Capacity @35 sq. ft.: 108

Total Capacity @25 sq. ft.: 129

Total # Children this Date: 78

Total Capacity @35 sq. ft.: 108

Total Capacity @25 sq. ft.: 129

| Building | Playground      | Playground Occupancy | Playground Compliance |
|----------|-----------------|----------------------|-----------------------|
| Main     | Left Playground | 18                   | C                     |
| Main     | Main Playground | 114                  | C                     |

**Comments**

The purpose of this visit was to conduct a Licensing Study to follow up previous visit on 10/07/2021.

Admin Review due on 03/28/2022.

Plan of Improvement: Developed This Date 03/21/2022

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](mailto: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](http://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)

\_\_\_\_\_  
Helen Hart, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
tomikia sherman, Consultant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shannon Curtis, Consultant

\_\_\_\_\_  
Date



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### Findings Report

**Date:** 3/21/2022    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 1:00 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.

**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: 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**

Five Records were observed to be complete and well organized on this date.

### Facility

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

Bathrooms observed to be clean and well maintained.

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**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 that Room E-2nd left was over capacity with twenty children and only licensed for eighteen on this date.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 3/21/2022**

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**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 observed in Rooms C and F a staff purse and cleaning supplies were accessible to children in an unlocked closet on this date.

**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.

**Correction Deadline: 3/21/2022**

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

Playground observed to be clean and in good repair.

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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

Center does not keep animals on premises.

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

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

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

Center does not participate in field trips at this time.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Observed records from March 14-18, 2022 on this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

591-1-1-.30(1)(d) - requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. It was discussed with the Director that each child shall be placed on cots and mats so that one child's head is toward another child's feet in the same row on this date.

**Correction Deadline: 3/21/2022**

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**Staff Records**

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**Records Reviewed: 20****Records with Missing/Incomplete Components: 0**

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|                          |   |
|--------------------------|---|
| Staff # 1                | Met   |
| Staff # 2                | Met   |
| Date of Hire: 03/02/2022 | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 3                | Met   |
| Date of Hire: 10/19/2020 |   |
| Staff # 4                | Met   |
| Date of Hire: 09/30/2019 |   |
| Staff # 5                | Met   |
| Staff # 6                | Met   |
| Date of Hire: 08/30/2019 |   |
| Staff # 7                | Met   |
| Staff # 8                | Met   |
| Date of Hire: 09/06/2011 |   |

**Records Reviewed: 20**

**Records with Missing/Incomplete Components: 0**

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|                          |     |
|--------------------------|-----|
| Staff # 9                | Met |
| Staff # 10               | Met |
| Date of Hire: 09/04/2018 |     |
| Staff # 11               | Met |
| Date of Hire: 03/01/2020 |     |
| Staff # 12               | Met |
| Staff # 13               | Met |
| Date of Hire: 06/01/2019 |     |
| Staff # 14               | Met |
| Date of Hire: 06/28/2019 |     |
| Staff # 15               | Met |
| Staff # 16               | Met |
| Date of Hire: 09/14/2020 |     |
| Staff # 17               | Met |
| Staff # 18               | Met |
| Date of Hire: 05/26/2015 |     |
| Staff # 19               | Met |
| Staff # 20               | Met |

**Staff Credentials Reviewed: 3**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided one file for employee hired since last visit on this date.

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

**Comment**

Documentation observed of required staff training.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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

**Met**

**Comment**

Adequate supervision observed on this date.

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.