



**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:** 1/25/2017    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 1:50 PM

**CCLC-37405**

**Benjamin Preparatory School of Academics & Performing Arts**

2445 Church Road SE Atlanta, GA 30339 Cobb County  
 (770) 436-5200 nkelly@benjaminprep.com

**Mailing Address**  
 Same

**Regional Consultant**

Courtney Moody  
 Phone: (800) 796-7861  
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 courtney.moody@dec.al.ga.gov  
 Joint with: Laura G. Davis

<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.
01/25/2017	Licensing Study	Good Standing	
09/07/2016	Monitoring Visit	Good Standing	
06/20/2016	POI Follow Up	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	Rm- 101A- 1st Right- Tiny Dreamers	Infants	1	5	C	17	C	NA	NA	Nap, Floor Play
Main	Rm. 103D		0	0	C	12	C	NA	NA	
Main	Rm. 106H-4th Left	Two Year Olds	2	15	C	17	C	NA	NA	Snack
Main	Rm. 107G-3rd Left	Two Year Olds	1	10	C	11	C	NA	NA	Nap
Main	Rm. 109B- 1st Left- Tiny Tappers	One Year Olds	1	7	C	11	C	NA	NA	Nap
Main	Rm. E-Shooting Stars- 4th Right	Three Year Olds and Four Year Olds	2	21	C	23	C	NA	NA	Snack, Transitioning
Main	Rm. 102C	One Year Olds	1	6	C	8	C	NA	NA	Snack
Main	Rm. 108F-2nd Left	One Year Olds	2	12	C	12	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 111					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 76			Total Capacity @35 sq. ft.: 111			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B- All Ages-Left side of Bldg	66	C
Main	Playgd A- Back of Bldg	15	C

**Comments**

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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

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)

\_\_\_\_\_  
Nadia Galloway, Program Official

Date

\_\_\_\_\_  
Courtney Moody, Consultant

Date

\_\_\_\_\_  
Laura G. Davis, 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-.35 Swimming Pools & Water-related Activities(CR)**

N/A

**Comment**

No Swimming Activities Provided

#### Children's Records

**591-1-1-.23 Parental Authorization**

Met

**Comment**

Parent Authorizations Obtained/Completed

#### Facility

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

Met

**Comment**

Observation-No Hazards Accessible

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

Technical Assistance

**Technical Assistance**

Please fluff and redistribute the resilient surface.

#### Food Service

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

Not Met

**Comment**

Menu Meets USDA Guidelines

**Finding**

591-1-1-.15(2) requires that for the feeding of children less than one year old the following must be met: 1) a signed written feeding plan from Parent(s); 2) updated instructions as new food are added or changes made; 3) posting of the feeding plan in the child's assigned room; 4) amount of formula or breast milk/food to be given; 5) instructions for introducing solid foods; and 6) notation of any types of commercially premixed formula which may not be given in an emergency. It was determined based on observation that two of nine infant feeding plans were not updated every two to three months.

**POI (Plan of Improvement)**

The center will secure all required information, and to ensure that all information is on file for future children enrolled, the center will ensure to update feeding plans regularly.

**Correction Deadline: 1/25/2017**

**Finding**

591-1-1-.15(4) requires that feeding chairs meet the following requirements: 1) be cleaned with a disinfectant; 2) have a broad base to prevent tipping; 3) have a surface that the child cannot raise, 4) have a strap or other device which prevents the child from sliding out; and 5) have a feeding surface free of cracks. It was determined based on observation that the six of twelve yellow bucket seats used for feeding children in classroom 109B did not have a strap.

**POI (Plan of Improvement)**

To ensure the safe and sanitary use of equipment, the center will replace the straps for the bucket seats.

**Correction Deadline: 1/25/2017**

## Health and Hygiene

### 591-1-1-.07 Children's Health

**Not Met**

**Finding**

591-1-1-.07(5) requires center staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that an infant was observed to have a pacifier clip around their neck while asleep in the crib.

**POI (Plan of Improvement)**

The center will instruct staff regarding this safety requirement. The attachment was removed on site while at the visit.

**Correction Deadline: 1/25/2017**

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

**Not Met**

**Comment**

Diapering requirements discussed with staff and director.

**Finding**

591-1-1-.10(5) requires Center Staff to wash their hands with liquid soap and warm running water immediately before and after each diaper change they perform and prohibits Staff with diaper changing responsibilities from being simultaneously assigned to kitchen food preparation duties. It was determined based on staff statement that staff did not wash their hands before and after each diaper change they perform.

**POI (Plan of Improvement)**

Center Staff will be trained to wash their hands correctly before and after each diaper change and the director or designated person will monitor to ensure correct procedures continue to be used. The Center will institute and follow procedures that ensure Staff responsible for diaper changing are not simultaneously assigned to kitchen food preparation duties.

**Correction Deadline: 1/25/2017**

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

**Met**

**Comment**

Ensure Lids Remain on Trash Container

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

Per director, the center does not dispense medication at this time.

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**Policies and Procedures**

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

Emergency drills were current on this date.

**Correction Deadline: 1/30/2017**

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**Safety**

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**591-1-1-.05 Animals****N/A****Comment**

No Animals Kept

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

Observed-Positive Learning Environment

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**591-1-1-.13 Field Trips(CR)****N/A****Comment**

No Field Trips at This Time

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**591-1-1-.36 Transportation(CR)****N/A****Comment**

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(a) requires that a crib that is safety approved in compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards shall be provided for each infant. It was determined based on observation that the center did not meet this requirement in that two infants were observed asleep in bassinets. The bassinets were not in compliance with CPSC.

**POI (Plan of Improvement)**

The center will ensure that a crib that is safety approved in compliance with CPSC and ASTM safety standards is provided for each infant.

**Correction Deadline: 2/4/2017**

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**Staff Records**

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 3**

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Staff # 6

Not Met

Date of Hire: 10/05/2015

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

Staff # 8

Not Met

Date of Hire: 10/22/2014

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

Staff # 11

Not Met

Date of Hire: 07/19/2016

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

**591-1-1-.09 Criminal Records Check(CR)**

**Met**

**Comment**

Per director, there have been no new hires since the last visit.

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

**Met**

**Comment**

Observed-50% Certified First Aid & CPR

**Comment**

Observed-Center kits complete

**591-1-1-.24 Personnel Records**

**Not Met**

**Finding**

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. It was determined based on observation that three employees did not have evidence of completing orientation as required.

**POI (Plan of Improvement)**

The center will ensure that documentation of orientation is on file.

**Correction Deadline: 1/25/2017**

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

**Met**

**Comment**

Observed - Documentation of 2016 annual training.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Direct Supervision/Attentive Staff