



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: 1/31/2017 **VisitType:** Licensing Study **Arrival:** 12:55 PM **Departure:** 4:00 PM

CCLC-38023

Carrington Academy at Big Creek

6670 Shiloh Road Alpharetta, GA 30005 Forsyth County
 (770) 751-3540 jenna.poss@nlicinc.com

Regional Consultant

Candace Gilbert
 Phone: (866) 371-4935
 Fax: (866) 371-7713
 candace.gilbert@decal.ga.gov

Mailing Address
 Same

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.
01/31/2017	Licensing Study	Good Standing	
07/20/2016	Monitoring Visit	Good Standing	
05/13/2016	Complaint Investigation & Monitoring Visit	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	Rm. 1	Infants	3	7	C	16	C	NA	NA	Nap, Floor Play	
Main	Rm. 3	Two Year Olds	1	9	C	19	C	NA	NA	Nap	
Main	Rm. 4	Two Year Olds	2	13	C	18	C	NA	NA	Nap	
Main	Rm. 5	Three Year Olds	2	20	C	26	C	NA	NA	Nap	
Main	Rm. 6		0	0	C	25	C	NA	NA		
Main	Rm. 7	Four Year Olds	2	14	C	27	C	NA	NA	Nap	
Main	Rm. 8	PreK	1	20	C	24	C	NA	NA	Nap	
Main	Rm. 9		0	0	C	17	C	23	C		
Main	Rm.2	One Year Olds	2	13	C	28	C	NA	NA	Nap	
Total Capacity @35 sq. ft.: 200					Total Capacity @25 sq. ft.: 202						
Total # Children this Date: 96			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 202			Building @25 capacity limited by Fire Marshall Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	2 & 3 Years	42	C
Main	4+ Years	43	C
Main	Infant/Toddler	25	C

Comments

The purpose of this visit was to complete a licensing study to follow up to the previous visit conducted on July 20, 2016.

Plan of Improvement: Developed This Date 01/31/2017

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. You are encouraged not to wait and to complete the process as soon as possible.



Sign up Today!

www.qualityrated.decal.ga.gov

Any Licensed Program Eligible to Participate

Free Approved Training

Free Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: QualityRated@decal.ga.gov or Call: 855-800-7747

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@decal.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://decal.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)

Tiffany Batts, Program Official

Date

Candace Gilbert, Consultant

Date



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

Findings Report

Date: 1/31/2017 **VisitType:** Licensing Study **Arrival:** 12:55 PM **Departure:** 4:00 PM

CCLC-38023

Carrington Academy at Big Creek

6670 Shiloh Road Alpharetta, GA 30005 Forsyth County
(770) 751-3540 jenna.poss@nclinc.com

Mailing Address
Same

Regional Consultant

Candace Gilbert

Phone: (866) 371-4935
Fax: (866) 371-7713
candace.gilbert@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Observed-Records Complete/Well Organized

591-1-1-.23 Parental Authorization

Met

Comment

Parent Authorizations Obtained/Completed

Facility

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

Not Met

Finding

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on consultant observation that in Room 2 medicated diaper cream and Aquaphor lotion was located in diaper bags within reach of children.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the center will store all items listed as keep out of reach of children.

Correction Deadline: 1/31/2017

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 observation by consultant that outlets on a power strip were not covered in Room 7.

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.

Correction Deadline: 1/31/2017

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

Observation-Clean/Good Repair

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(8) makes the following requirements for a modified diet: 1) if for a medical reason, a written statement from a medical authority must be on file; 2) if for religious reason, a written statement to that effect from the child's parents must be on file; 3) all caregivers must be informed of the diet restriction for the child; and 4) only food that complies with the prescribed dietary regimen but still meets nutrition requirement may be served. It was determined based on observation and review of records by consultant that not all children with modified diets met the documentation requirements with a parent's written statement or a written statement from a medical authority that met requirements.

POI (Plan of Improvement)

To ensure that standards for a modified diet are met, the center will obtain written documentation.

Correction Deadline: 1/31/2017

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

591-1-1-.18(5) - Consultant discussed with provider to ensure milk is stored properly after food service.

Correction Deadline: 1/31/2017

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

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

Observed-Complete Documentation

Safety

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

Observed-Discussion/Redirection

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

Observed-Complete Documentation

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

591-1-1-.36(3)(a-c) requires the Director and each Staff person responsible for or who participates in the transportation of children to meet the following requirements: (a) complete two (2) clock hours of transportation training on or before June 30, 2015 and at least every two years thereafter. (b) Effective July 1, 2015, the Director and each Staff person who will be responsible for or participate in the transportation of children shall have completed two (2) clock hours of transportation training prior to assuming any duties related to the transportation of children and at least every two years thereafter. (c) Any transportation training completed should be state approved or state accepted training. It was determined based on review of records that one driver and the director had expired 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.

Correction Deadline: 2/10/2017

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****Correction Deadline: 7/21/2016****Corrected on 1/31/2017**

.30(1)(a)2 - Consultant observed crib mattresses to meet requirements on this date. Consultant discussed SIDS/Safe sleep.

Staff Records

Records Reviewed: 19**Records with Missing/Incomplete Components: 5**

Staff # 1

Not Met

Date of Hire: 08/01/2016

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3

Not Met

Date of Hire: 04/29/2009

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

Date of Hire: 12/03/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 13

Not Met

Date of Hire: 09/21/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Not Met

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center. It was determined based on review of records by consultant two employees did not have satisfactory determination letter on file on this date. One day letter was left.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 2/1/2017

Recited on 1/31/2017

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

Met

Comment

Observed-50% Certified First Aid & CPR. Consultant discussed with provider 90 day requirement for CPR First aid and 100% CPR for all staff.

591-1-1-.33 Staff Training

Not Met

Comment

Health/Safety training reminder

Finding

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on consultant review of records that two employees and the director did not complete required annual training for 2016.

POI (Plan of Improvement)

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

Correction Deadline: 3/2/2017

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on consultant review of records one lead teacher did not have proof of meeting minimum academic requirements on file at the center.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 1/31/2017

Finding

591-1-1-.31(2)(b)3.(ii)(I)-(VIII) requires the Center develop a written plan for newly hired teacher's who do not possess the educational credential or degree listed in 591-1-1-.31(2)(b)2.(i) through (xiii). It was determined based on consultant review of records one newly hired lead teacher had proof of education enrollment but did not have a professional development plan on file at the center.

POI (Plan of Improvement)

The Center will develop a written plan for newly hired teacher's and ensure that the teacher's follow the plan.

Correction Deadline: 1/31/2017

Staffing and Supervision

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-Adequate Supervision