



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: 2/16/2017 **VisitType:** Monitoring Visit **Arrival:** 9:20 AM **Departure:** 12:00 PM

CCLC-32944

Ball Ground Academy

200 Valley Street Ball Ground, GA 30107 Cherokee County
 (678) 454-5437 bgacademy@yahoo.com

Regional Consultant

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@dec.al.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. 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.
02/16/2017	Monitoring Visit	Good Standing	
10/03/2016	Licensing Study	Good Standing	
05/09/2016	POI Follow Up	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	1st Left Room	Infants Two Year Olds	1	9	C	15	C	NA	NA	Free Play
Main	2nd Lt. Infant	Infants and One Year Olds	2	10	C	13	C	NA	NA	Free Play, Feeding, Flo or Play, Music
Main	2nd Right Four Year Olds	PreK	2	21	C	24	C	NA	NA	Centers
Main	First Right	Three Year Olds and Four Year Olds	1	14	C	16	C	NA	NA	Centers, Art
Total Capacity @35 sq. ft.: 68					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 54					Total Capacity @35 sq. ft.: 68					
					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	3 Year old Front Playground	17	C
Main	4 Year old Rear Playground	14	C
Main	Infant Toddler Playground	12	C

Comments

Plan of Improvement: Developed This Date 02/16/2017

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.



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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.

- 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)

Virginia Smith, Program Official

Date

Karyn Presley, Consultant

Date



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Findings Report

Date: 2/16/2017 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Observation-Center Clean/Well Maintained

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

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Met

Comment

Staff Stated Proper Knowledge. Discussed diapering area being used only for diapering, as well as the construction on the diapering pad with the provider.

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

Met

Comment

Ensure Lids Remain on Trash Container

Comment

Observed-Proper Hand Washing Throughout

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

No medication given at this time per director.

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

Observed-Discussion/Redirection

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

No Field Trips at This Time

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

No Routine Transportation Provided

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

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on consultant observation that three crib sheets were loose fitting on this date.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 2/17/2017**Technical Assistance**

Discussed the following rule 591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick.
Also discussed storage of sheets.

Correction Deadline: 2/17/2017**Staff Records****Records Reviewed: 10****Records with Missing/Incomplete Components: 4**

Staff # 1

Not Met

Date of Hire: 10/25/2013

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4

Not Met

Date of Hire: 10/01/2010

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8

Not Met

Date of Hire: 01/03/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.24(d)-Evidence of Orientation Missing

Staff # 10

Not Met

Date of Hire: 10/01/2010

"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)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on consultants review of records that two employees have not received satisfactory fingerprints.

POI (Plan of Improvement)

The Center will ensure that every employee hired before January 1, 2014 has a satisfactory preliminary determination or satisfactory fingerprint determination on file and will have a plan to ensure that these employees obtain a Fingerprint Records Check Determination before January 1, 2017.

Correction Deadline: 2/16/2017**591-1-1-.14 First Aid & CPR****Met****Comment**

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training**Not Met****Comment**

Health/Safety training reminder for all staff members. Consultant observed no staff to have health and safety training on this date.

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 consultants review of records that two employees do not have 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: 3/18/2017**Recited on 2/16/2017****Finding**

591-1-1-.33(6) requires that evidence of orientation and training be documented in the Personnel file of each Staff member and be available to the Department for inspection. It was determined based on consultants review of records that one staff member did not have documentation of orientation on this date.

POI (Plan of Improvement)

The Center will develop and implement procedures to review staff records for documentation of training and orientation, to obtain and place missing documentation in staff records, and to file such documents in staff records on an ongoing basis.

Correction Deadline: 2/26/2017

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

Discussed-Combining Mixed Ages

Comment

Observed-Adequate Supervision