



**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:** 3/1/2018      **VisitType:** Monitoring Visit      **Arrival:** 11:30 AM      **Departure:** 4:15 PM

**CCLC-36803**

**The Academy of Brilliant Scholars**

3155 Chestnut Dr. Doraville, GA 30340 DeKalb County  
 (770) 457-4294 theabsschool@hotmail.com

**Regional Consultant**

Chrische Walker

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chrische.walker@decal.ga.gov

**Mailing Address**  
 Same

Joint with: Tasha McDonald

**Quality Rated:** No

<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.  <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.
03/01/2018	Monitoring Visit	Good Standing	
07/19/2017	Licensing Study	Good Standing	
02/02/2017	Monitoring Visit	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	A/1R	Three Year Olds and Four Year Olds	1	8	C	15	C	NA	NA	Nap
Main	B/2R		0	0	C	19	C	NA	NA	Not In Use
Main	C/2L	One Year Olds and Two Year Olds	1	3	C	14	C	NA	NA	Nap
Main	D/Middle		0	0	C	10	C	NA	NA	Not In Use
Main	PreK	PreK	2	17	C	23	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 81			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 28			Total Capacity @35 sq. ft.: 81							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A/Back	31	C
Main	PG B/Front	92	C

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and to follow up from previous visit on July 19, 2017. The consultant discussed obtaining staff annual trainings and transportation trainings. The consultant also printed first aid checklist, playground maintenance checklist, safe sleep practices, vehicle inspection forms, and transportation training resources.

The consultant discussed the ProSolutions website and Georgia Professional Development System for staff trainings.

A one day letter was left.

Plan of Improvement: Developed This Date 03/01/2018

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.

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



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Sylvia Walker, Program Official

Date

Chrische Walker, Consultant

Date

Tasha McDonald, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.03 Activities** **Met**

**Correction Deadline:** 7/19/2017

**Corrected on 3/1/2018**

.03(2) - The previous citation has been corrected on this date. The consultants observed current lesson plans in Classroom A/1R and C/2L on this date.

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

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)** **N/A**

**Comment**

Center does not provide swimming activities.

### Facility

**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**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**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 consultants observation that two staplers, a one black three hole puncher, adult scissors, and a staff's purse were accessible to children in Room A/1R.

**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: 3/1/2018**

**Recited on 3/1/2018**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Comment**

The consultants observed the playground during rainy weather.

**Correction Deadline: 8/2/2017**

**Corrected on 3/1/2018**

**.26(4) - The previous citation has been corrected on this date. The consultants observed the vinyl siding on the rear and front playgrounds to be repaired on this date.**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant's observation that the following equipment hazards existed:

Playground A/ Back Playground:

- Two red infant swings had rusted S hooks.
- Chipped paint was observed on the yellow, red, and blue play structure.
- Several black tiles below the yellow, red, and blue play structure were loose.

Playground B/ Front Playground:

- Ten S hooks and chains, on the red roped climber, were rusted.
- Chipping paint was observed on the blue merry-go-round, the yellow wagon, and the yellow and blue play structure.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 3/12/2018**

**Recited on 3/1/2018**

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<b>Food Service</b>
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**591-1-1-.18 Kitchen Operations****Met**

**Correction Deadline: 7/19/2017**

**Corrected on 3/1/2018**

**.18(9) - The previous citation has been corrected on this date. The consultants observed all cleaning supplies to be stored in a separate cabinet from all canned goods.**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Diapering requirements discussed with the director on this date.

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

Please ensure lids remain on trash containing organic waste.

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**591-1-1-.20 Medications(CR)****Not Met****Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on the consultants observation, that a bottle of sterile saline mist and a breathing tube was accessible and located in a child's backpack on a lower coat rack in Room A/1R.

**POI (Plan of Improvement)**

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

**Correction Deadline: 3/1/2018**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

591-1-1-.36 - Please add all required items to the first aid kit.

**Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director. The consultant discussed with the director to have materials available upon request. The consultant also discussed with the director to obtain current and updated transportation forms for the children on the vehicle.

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that the director's transportation training expired on October 8, 2009.

**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, biennially.

**Correction Deadline: 3/11/2018**

**Technical Assistance**

591-1-1-.36(4)(b) - Please ensure that the vehicle is free from trash and debris.

**Correction Deadline: 3/2/2018**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that a second check was not conducted on February 27, 2018 for one child on the PM route from Cary Reynolds Elementary School.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 3/1/2018**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.30 - Discussed SIDS and infant sleeping requirements.

<b>Staff Records</b>
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**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 7**

Staff # 1

Not Met

Date of Hire: 09/22/2015

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 2

Not Met

Date of Hire: 09/14/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 3

Not Met

Date of Hire: 09/14/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4

Not Met

Date of Hire: 01/04/2016

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 5

Not Met

Date of Hire: 01/21/2016

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(4)-Food Prep Training Missing 4 hrs.,.33(5)-10 Hrs. Annual Training

Staff # 6

Not Met

Date of Hire: 07/20/1998

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training,.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 7

Not Met

Date of Hire: 07/20/1998

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

Director provided two files for employees hired since last visit. The consultant discussed with the director on the portability for one employee.

**Finding**

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on a review of records that one employee hired on September 22, 2015, did not have a Satisfactory Records Check Determination within the previous 12 months. An one day letter was left.

**POI (Plan of Improvement)**

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed.

**Correction Deadline: 3/1/2018**

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**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Please be mindful of training expiration dates.

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that three employees hired on January 4, 2016, September 22, 2015, and September 14, 2017 did not have evidence of current CPR and first aid training.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 3/12/2018**

**Recited on 3/1/2018**

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

**Not Met**

**Comment**

Discussed staff training. Please obtain required documentations for all staff members.

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that five staff members did not have evidence of completing health and safety orientation training within 90 days of their hire date.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 3/12/2018**

**Recited on 3/1/2018**

**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

**Finding**

591-1-1-.33(5) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that the cook did not have documentation of food preparation training.

**POI (Plan of Improvement)**

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

**Correction Deadline: 3/12/2018**

**Recited on 3/1/2018**

**Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that five employees did not complete ten hours of annual training for the calendar year of 2017.

**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: 12/31/2018**

**Recited on 3/1/2018**



**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

**Technical Assistance**

591-1-1-.32 - The consultant discussed with the director a supervision plan on this date.