



**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:** 3/12/2019    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 11:30 AM

**CCLC-324**

**Seven Oaks Academy**

810 Indian Trail Road Lilburn, GA 30047 Gwinnett County  
 (770) 564-0470 nainesh61@gmail.com

**Regional Consultant**

Tasha McDonald  
 Phone: (770) 344-3353  
 Fax: (678) 891-5601  
 tasha.mcdonald@decal.ga.gov  
 Joint with: Jennifer Taylor

**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.
03/12/2019	Licensing Study	Good Standing	
02/25/2019	Complaint Closure	Good Standing	
01/16/2019	Complaint Investigation Follow Up	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	1R Infant Room		0	0	C	17	C	NA	NA	
Main	2R Back ( Pre-K 1)		0	0	C	21	C	NA	NA	
Main	3 Rt Back ( Pre-K 5)	PreK	2	20	C	20	C	NA	NA	Story
Main	4 Rt -Back (Pre-K 4)	PreK	2	18	C	19	C	NA	NA	Centers
Main	5R Back ( Acorns)	Three Year Olds	2	12	C	23	C	NA	NA	Centers
Main	6 R Back ( Pre-K 2)	PreK	2	19	C	21	C	NA	NA	Centers
Main	A Back Rt class Branches		0	0	C	18	C	NA	NA	
Main	A-1st Right (Seedlings)	One Year Olds and Two Year Olds	2	5	C	18	C	NA	NA	Free Play
Main	Front Left (Pre-K 3)		0	0	C	20	C	NA	NA	
Main	Gym Far Left - B storage		0	0	C	32	C	NA	NA	
Main	Gym Far Lft -A a/s Oaks		0	0	C	29	C	NA	NA	
Total Capacity @35 sq. ft.: 238						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 74						Total Capacity @35 sq. ft.: 238				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG Measures 6,475	65	C

**Comments**

The purpose of this visit was to conduct a licensing visit and to follow-up on the previous visit conducted on January 16, 2019.

Plan of Improvement: Developed This Date 03/12/2019

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.decal.ga.gov/CCS/RulesAndRegulations.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

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.

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#### 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](mailto: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.

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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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Nainesh Amin, Program Official

Date

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Jennifer Taylor, Consultant

Date

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Tasha McDonald, Consultant

Date



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### Findings Report

**Date:** 3/12/2019 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:30 AM

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.12 Equipment & Toys(CR)

Not Met

##### Finding

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined, based on observation, that children's chairs were observed stacked in classrooms 4 RT - Back (Pre-K). The stacked chairs posed as a hazard, as they could fall or be tipped over.

##### POI (Plan of Improvement)

The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage.

**Correction Deadline: 3/12/2019**

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

Met

##### 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

##### 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 observation that a teacher's purse were present in an open cubby in 3 RT Back (Pre-K 5) classroom, which contained prescription medication.

**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: 3/12/2019**

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

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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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**

Discussed proper medication documentation and procedures.

**Policies and Procedures**

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed all required posted notices.

**Safety**

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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)** **Met**

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Sleeping & Resting Equipment**

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

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

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

**Comment**

Consultant reviewed two files for staff members hired since the previous visit was conducted on January 6, 2019. Consultant observed two of two newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

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

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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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**

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.