



**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:** 3/15/2017    **VisitType:** Monitoring Visit    **Arrival:** 12:30 PM    **Departure:** 2:30 PM

**CCLC-1008**

**Highlands School**

9405 Nesbit Ferry Road Alpharetta, GA 30022 Fulton County  
 (770) 594-1006 florence.highlands@aol.com

**Regional Consultant**

LaQuita Clark  
 Phone: (706) 497-1536  
 Fax: (706) 688-0418  
 jennifer.taylor@decal.ga.gov  
 Joint with: Tamra Thomas

**Mailing Address**  
 Same

<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.
03/15/2017	Monitoring Visit	Good Standing	
10/11/2016	Licensing Study	Good Standing	
05/17/2016	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	
Building 1	1L	Two Year Olds	1	5	C	13	C	NA	NA	Nap	
Building 1	1L Rear		0	0	C	13	C	NA	NA		
Building 1	2L	Three Year Olds and Four Year Olds	2	8	C	26	C	NA	NA	Nap	
Building 1	3L		0	0	C	27	C	NA	NA		
Total Capacity @35 sq. ft.:			79			Total Capacity @25 sq. ft.:			206		
Building 2	Down L	PreK	1	14	C	32	C	45	C	Nap	
Building 2	Down R	PreK	1	16	C	32	C	44	C	Nap	
Building 2	Up L		0	0	C	32	C	45	C		
Building 2	Up R	PreK	2	14	C	31	C	43	C	Nap	
Total Capacity @35 sq. ft.:			127			Total Capacity @25 sq. ft.:			206		
Total # Children this Date:			57			Total Capacity @35 sq. ft.:			206		
						Total Capacity @25 sq. ft.:			206		

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit.

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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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)

Florence Ogbeide Adediran, Program Official	Date	LaQuita Clark, Consultant	Date
Tamra Thomas, Consultant	Date		



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### Findings Report

**Date:** 3/15/2017    **VisitType:** Monitoring Visit    **Arrival:** 12:30 PM    **Departure:** 2:30 PM

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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-No Hazards Accessible

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

Technical Assistance

#### Technical Assistance

Discussed with Director too re-luff and redistribute resilient surface and also discussed to repaint exposed tree roots.

### Health and Hygiene

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

Met

#### Comment

There were no diapered children present on this date.

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

Met

#### Comment

Observed-Staff Remind Children Wash Hand

#### 591-1-1-.20 Medications(CR)

Met

#### Comment

The Director stated medication is not administered at this time.

### Safety

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

**Comment**

Observed-Discussion/Redirection

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

**Comment**

Observed-Complete Documentation

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**591-1-1-.36 Transportation(CR)** **Technical Assistance**

**Technical Assistance**

Discussed with Director to replace items in vehicle license plate RCL9487 first aid kit.

**Comment**

Observed-Complete Documentation and current vehicle inspections.

**Sleeping & Resting Equipment**

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

**Comment**

The center does not currently have infants. Safety approved cribs were observed.

**Staff Records**

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

**Comment**

Criminal Records Checks complete.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Correction Deadline: 10/11/2016**

**Corrected on 3/15/2017**

**Previous citation has been corrected. Appropriate staff:child ratios were observed.**

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

**Comment**

Observed-Adequate Supervision