



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: 3/22/2018 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:50 PM

CCLC-38785

Atlanta School of Excellence

180 Memorial Drive, SE Atlanta, GA 30303 Fulton County
 (404) 581-9545 smaddox@atlschool.com

Regional Consultant

Margarita Collier

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Mailing Address

Same

Quality Rated: ★ ★

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.
03/22/2018	Monitoring Visit	Good Standing	
08/25/2017	Complaint Closure	Good Standing	
08/16/2017	Complaint Investigation & Licensing Study	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	A - Front R	Infants and One Year Olds	2	4	C	15	C	NA	NA	Transitioning, Free Play, Floor Play, Lunch, Nap
Main	B - Front L	One Year Olds and Two Year Olds	2	8	C	10	C	NA	NA	Lunch
Main	C - Front Middle	Two Year Olds	2	10	C	13	C	NA	NA	Transitioning, Lunch
Main	D - Rear Front	Three Year Olds	3	12	C	22	C	31	C	Circle Time, Outside, Transitioning
Main	E - Rear Back	PreK	2	19	C	22	C	31	C	Centers
Total Capacity @35 sq. ft.: 82					Total Capacity @25 sq. ft.: 100					
Total # Children this Date: 53			Total Capacity @35 sq. ft.: 82			Total Capacity @25 sq. ft.: 100				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	55	C

Comments

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit completed on August 16, 2017.

Consultant discussed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check deadline - October 1, 2018.

The center will be closed due to staff development day on the following dates:

- May 18, 2018 - Close earlier at approximately 12:00 P.M.
- June 22, 2018 - Staff Development Day
- July 16, 2018 - July 20, 2018 - Staff Development Day

Plan of Improvement: Developed This Date 03/22/2018

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. 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@decals.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://decals.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.decals.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@decals.ga.gov

Shemeka Maddox, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

Date: 3/22/2018 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:50 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

Consultant discussed monitoring toys and equipment for normal wear and tear.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

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

Technical Assistance

Technical Assistance

Please ensure parents continue to update the following information as needed:

- Parents' contact information (i.e. home and work telephone number)
- Home and work address
- Release to persons' names, contact information, and address
- Emergency persons' contact information
- Doctor's name and contact information
- Any known allergies and/or medical conditions

Correction Deadline: 3/22/2018

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed five of five children's files to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Technical Assistance****Technical Assistance**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant's observation the ceiling tile containing the ventilation was sagging above the diaper changing table on the front left side of classroom A-Front R.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 3/22/2018

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Consultant discussed maintenance of resilient surface. Please fluff and redistribute as needed.

Technical Assistance

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk.

Correction Deadline: 8/16/2017**Corrected on 3/22/2018**

The previous citation was observed to be corrected on this date. Consultant observed the playground fence to be clean and in good repair on this date.

Correction Deadline: 8/26/2017**Corrected on 3/22/2018**

The previous citation was observed to be corrected on this date. Consultant observed all playground equipment to be clean and in good repair on this date.

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Technical Assistance**

Please ensure that bottles are covered and fully labeled with child's full name.

Technical Assistance

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website: DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

Correction Deadline: 8/16/2017

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed the infant classroom to have evidence of a current feeding plan for all children under one year old.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

Per director no medications has been administered since the previous visit was conducted on August 16, 2017.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Correction Deadline: 8/21/2017

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to have evidence of a written emergency preparedness plan.

Correction Deadline: 8/21/2017

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to have complete documentation of emergency drills on this date.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR)

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Records Reviewed: 14**Records with Missing/Incomplete Components: 2**

Staff # 5

Not Met

Date of Hire: 02/16/2017

"Missing/Incomplete Components"

.33(4)-1st Yr. Training - 10 hrs.

Staff # 6

Not Met

Date of Hire: 12/20/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

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

Consultant reviewed 14 staff files on this date. Consultant observed 14 of 14 staff members to have evidence of satisfactory determination letter on file on this date.

Comment

The director provided eight files for staff members hired since the previous visit was conducted on August 16, 2017. Consultant observed eight of eight newly hired staff members to have evidence of a satisfactory determination letter on file on this date.

Correction Deadline: 8/16/2017**Corrected on 3/22/2018**

The previous citation was observed to be corrected on this date. Consultant observed 14 of 14 staff members to have evidence of a satisfactory determination letter on file on this date.

Correction Deadline: 8/16/2017**Corrected on 3/22/2018**

The previous citation was observed to be corrected on this date. Consultant observed 14 of 14 staff members to have evidence of a satisfactory determination letter on file on this date.

Correction Deadline: 8/16/2017**Corrected on 3/22/2018**

The previous citation was observed to be corrected on this date. Consultant observed 14 of 14 staff members to have evidence of a satisfactory determination letter on file on this date.

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

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on consultant's review of staff files one of 14 staff members did not complete first aid and CPR training within 90-days of their date of hire.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 4/6/2018

Recited on 3/22/2018

Correction Deadline: 8/26/2017

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed the center to have a complete first aid kit on this date. Please be mindful of the normal wear and tear of the thermometer.

591-1-1-.33 Staff Training

Not Met

Correction Deadline: 4/20/2018

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed all required staff members to have evidence of health and safety orientation on file on this date.

Technical Assistance

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on consultant's review of staff files one of 14 staff members did not complete the required first year basic six clock hours by their one year employment anniversary.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 4/21/2018

Correction Deadline: 8/26/2017

Corrected on 3/22/2018

The previous citation was observed to be corrected on this date. Consultant observed 14 of 14 staff members to have evidence of orientation on file on this date.

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

Met

Comment

Consultant observed all staff members to comply with all laws and regulations on this date.

Correction Deadline: 8/16/2017

Corrected on 3/22/2018

The previous citation was corrected on this date. The director was able to access staff files on this date.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.