



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: 3/26/2019 **VisitType:** Monitoring Visit **Arrival:** 12:10 PM **Departure:** 2:25 PM

CCLC-1447

Chestnut Hill Academy

2350 Bethsaida Rd. Riverdale, GA 30296 Fulton County
 (770) 991-0380 chestnuthillacad@bellsouth.net

Regional Consultant

Princess Walton
 Phone: (770) 357-7030
 Fax: (770) 357-7029
 princess.walton@decal.ga.gov

Mailing Address
 Same

Quality Rated: No

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.
03/26/2019	Monitoring Visit	Good Standing	
09/11/2018	Licensing Study	Good Standing	
07/12/2018	Complaint Closure	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	One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds and Six Year Olds and Over	1	10	C	19	C	NA	NA	Nap, Transitioning
Main	B	One Year Olds	1	3	C	7	C	NA	NA	Free Play
Main	C		0	0	C	10	C	NA	NA	
Main	D-Downstairs		0	0	C	17	C	NA	NA	
Main	E - Pre K	PreK	1	21	C	28	C	NA	NA	Transitioning, Lunch, Nap
Main	F		0	0	C	17	C	NA	NA	
Main	G - School Age		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 116					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 34			Total Capacity @35 sq. ft.: 116			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

Comments

The purpose of this visit is to conduct a monitoring visit and to follow-up to previous visit.

Plan of Improvement: Developed This Date 03/26/2019

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.

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.

- 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.

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

Andra Ross, Program Official

Date

Princess Walton, 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-.12 Equipment & Toys(CR)

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Pool not in use at this time, gates observed locked.

Children's Records

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

Not Met

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on consultant review of files that the center did not have evidence of parent or authorized person signatures/initials for the months of January and February 2019.

POI (Plan of Improvement)

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

Correction Deadline: 4/5/2019

Recited on 3/26/2019

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**

No hazards observed accessible to children on this date.

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 observation that in classroom B the air vent on top of the ceiling were coming down, Consultant further observed brown stains on top of the ceiling fan.

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: 3/26/2019

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

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resilient. It was determined based on observation that the resilient surface on the school age playground underneath the swings was measured to be between three and four inches and requires six inches of resilient surface. It was further determined that on the preschool playground the wooden climber was measured to be between two and three inches and requires six inches of resilient surface.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resilient.

Correction Deadline: 4/5/2019**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant observation that the school age and preschool playground both had several pine cones and straws on the ground. It was further observed that the on both playground on back and side of the fences were observed several thorns coming through the fence.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 3/26/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Correction Deadline: 9/11/2018****Corrected on 3/26/2019**

.15(2) -Previous citation was corrected. Consultant observed feeding plans to be posted in the classroom.

Finding

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on consultant observation that the center did not have weekly menu as required.

POI (Plan of Improvement)

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 3/26/2019

Health and Hygiene

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

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Safety

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

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

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

591-1-1-.36(4)(c)-Consultant will check on next visit. Van was not on premise on this date.

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Correction Deadline: 9/11/2018

Defer

591-1-1-.36(7)(c)2.-Consultant will check on next visit. Van was not on premises on this date.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 9/12/2018

Sleeping & Resting Equipment

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

Correction Deadline: 9/11/2018

Corrected on 3/26/2019

.30(1)(a)2 -Previous citation was corrected. Consultant observed crib mattress to be firm.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 1

Staff # 3

Not Met

Date of Hire: 10/26/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

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

Met

Comment

Criminal record checks were observed to be complete.

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

Met

Correction Deadline: 9/11/2018

Corrected on 3/26/2019

.09(1)(i) - Previous citation was corrected.

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

Defer

Defer

591-1-1-.14(3)-Consultant will check on next visit. Van was not premises on this date.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 9/21/2018

591-1-1-.24 Personnel Records

Met

Correction Deadline: 9/16/2018

Corrected on 3/26/2019

.24(1) - Previous citation was corrected.

591-1-1-.33 Staff Training

Not Met

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 consultant review of staff files that a staff with a hired date of October 26, 2018 did not have the required health and safety training.

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: 4/25/2019

Correction Deadline: 4/30/2019

Corrected on 3/26/2019

.33(5) - Previous citation was corrected. Consultant review staff to have training.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that a one year old were were group with children ages three, four and nine years old.

POI (Plan of Improvement)

The Center will maintain separation of these children under three years old.

Correction Deadline: 4/26/2019

Recited on 3/26/2019

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

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on consultant observation that the staff walked out of classroom B leaving the children unsupervised. Consultant conducted another walk-through the center and observed children in classroom A unsupervised and no staff.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 3/26/2019