



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: 4/5/2018 **VisitType:** Monitoring Visit **Arrival:** 10:50 AM **Departure:** 2:15 PM

CCLC-47116

Bella's Learning Academy, LLC

165 Cedric Street Leesburg, GA 31763 Lee County
 (229) 854-5883 hustontokela@gmail.com

Regional Consultant

Cresia Jackson

Phone: (229) 238-2958

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cresia.jackson@dec.al.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. 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.
04/05/2018	Monitoring Visit	Good Standing	
11/29/2017	Initial Licensing Study	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 - 1L/ 6wks -18 months	Infants	1	4	C	9	C	NA	NA	Nap
Main	B- 2L/ 1's & 2's	Two Year Olds	1	7	C	9	C	NA	NA	Outside
Main	C- 3L/4's	Four Year Olds	1	7	NC	6	NC	8	C	Outside
Main	D -1R/3's	Two Year Olds and Three Year Olds	1	8	C	9	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 33			Total Capacity @25 sq. ft.: 35							
Total # Children this Date: 26			Total Capacity @35 sq. ft.: 33							
			Total Capacity @25 sq. ft.: 35							

Building	Playground	Playground Occupancy	Playground Compliance
Main	All ages	110	C

Comments

Plan of Improvement: No Plan Developed

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@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

Tokela Huston, Program Official

Date

Cresia Jackson, Consultant

Date



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Findings Report

Date: 4/5/2018 **VisitType:** Monitoring Visit **Arrival:** 10:50 AM **Departure:** 2:15 PM

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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

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

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)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant observation that the center was caring for a total of seven (7) children in a space licensed for six (6) children only.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 4/5/2018

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 that the windows in classroom A had three broken glass panes. The left window had one (1) broken glass pane in the bottom left corner and the right window had two (2) broken glass panes on the top half of the window.

POI (Plan of Improvement)

The Center will order and replace the broken glass panes.

Correction Deadline: 5/7/2018

Recited on 4/5/2018

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

Technical Assistance

Technical Assistance

Consultant discussed with Director that the fencing should be tightened around the bottom area.

Correction Deadline: 4/5/2018

Food Service

591-1-1-.15 Food Service & Nutrition

Not Met

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 observation that the center did not make substitution to the menu posted. The posted menu listed noodles, ground beef, carrots, and milk. The menu served consisted of carrots, green beans, nuggets, and bread.

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: 4/5/2018

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

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

This center does not dispense 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-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation observed.

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

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 7****Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on consultant observation that two (2) of eight (8) employees did not have evidence of a satisfactory records check determination before being present at the center.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 4/5/2018**591-1-1-.31 Staff(CR)****Not Met****Finding**

591-1-1-.31(2)(b)6. requires the Center to ensure the teachers/lead caregivers provide an oral or written statement, as requested by the Department, that they have not abused, neglected or deprived a child or adult or subjected any person to serious injury as a result of intentional or grossly negligent misconduct. It was determined based on consultant review of staff records that one person did not have credentials as required to perform as the lead teacher in class room (D) with the three (3) year olds.

POI (Plan of Improvement)

The Center will provide the required written documentation for all Staff.

Correction Deadline: 4/10/2018**Staffing and Supervision**

Comment

Adequate supervision observed on this date.

591-1-1-.32 Supervision(CR)**Technical Assistance****Technical Assistance**

Consultant discussed hiring more help to maintain supervision.

Correction Deadline: 4/5/2018