



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: 4/18/2017 **VisitType:** Monitoring Visit **Arrival:** 2:35 PM **Departure:** 4:00 PM

CCLC-36172

The Tutor Shop @ Dolvin ES

10495 Jones Bridge Rd. Alpharetta, GA 30022 Fulton County
 (404) 610-1531 hal@tutorshops.com

Mailing Address

7330 Samples Field Road
 Cumming, GA 30040

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.ga.gov

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.
04/18/2017	Monitoring Visit	Good Standing	
11/29/2016	Licensing Study	Good Standing	
03/31/2016	Monitoring Visit	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	Rm. A (616)		0	0	C	25	C	NA	NA	Not In Use
Main	Room 511		0	0	C	26	C	NA	NA	Not In Use
Main	Room 512		0	0	C	22	C	NA	NA	Not In Use
Main	Room 513	Five Year Olds and Six Year Olds and Over	1	19	C	24	C	NA	NA	Centers,Snack
		Total Capacity @35 sq. ft.: 24			Total Capacity @25 sq. ft.: 0		Building capacity limited by Centers Request			
Total # Children this Date: 19		Total Capacity @35 sq. ft.: 24			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Playground (Open Field)	150	C
Main	Hard Top	28	C

Comments

The purpose of this visit was to conduct a monitoring visit and to follow up on the previous visit.
 A one-day letter was left on this date.

Plan of Improvement: Developed This Date 04/18/2017

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.



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O.C.G.A. Section 42.1.12(j)(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.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.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)

Zoe El, Program Official

Date

LaQuita Clark, Consultant

Date



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Findings Report

Date: 4/18/2017 **VisitType:** Monitoring Visit

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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)

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Met

Comment

The program does not have diapered children enrolled.

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

Met

Comment

Observed-Staff Remind Children Wash Hand

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

Met

Comment

Staff stated that medication is not administered.

Safety

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

Observed appropriate use of discipline by discussion and redirection.

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

No Field Trips at This Time

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

No Routine Transportation Provided

Sleeping & Resting Equipment

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

A rest period is not provided by the program.

Staff Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 1
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Staff # 1

Not Met

Date of Hire: 08/01/2014

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

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

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, based on an observation of staff files, that an employee hired after January 1, 2014 did not have a satisfactory determination letter on file by January 1, 2017.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

Correction Deadline: 4/19/2017

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

Please ensure first aid kit is complete as required. A first aid kit checklist was provided for the program.

Correction Deadline: 12/9/2016

Corrected on 4/18/2017

Previous citation has been corrected.

591-1-1-.33 Staff Training**Met****Correction Deadline: 12/30/2016****Corrected on 4/18/2017****Previous citation has been corrected in that completed hours of training were observed for 2017 were observed on this date.**

Staffing and Supervision

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

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision