

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: 5/3/2018 Vis	tType: Licensing Study
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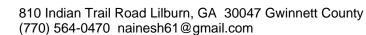
Arrival: 9:20 AM

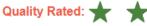
Departure: 2:00 PM

Regional Consultant Tasha McDonald

Phone: (770) 344-3353 Fax: (678) 891-5601 tasha.mcdonald@decal.ga.gov

Joint with: Shawnell Johnson





			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						
05/03/2018	Licensing Study		standing, support, and deficient.						
11/30/2017	Monitoring Visit	Good Standing	Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.						
05/23/2017	Complaint Closure	Good Standing	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	1R Infant Room	Infants and One Year Olds	1	3	C	17	C	NA	NA	Free Play
Main	2R Back (Pre-K 1)		0	0	С	21	С	NA	NA	
Main	3 Rt Back (Pre-K 5)	Five Year Olds	1	3	С	20	С	NA	NA	Outside,Circle Time
Main	4 Rt -Back (Pre-K 4)		0	0	С	19	С	NA	NA	
Main	5R Back (Acorns)	Five Year Olds	1	3	С	23	С	NA	NA	Floor Play,Outside
Main	6 R Back (Pre-K 2)	PreK	2	4	С	21	С	NA	NA	Outside
Main	A Back Rt class Branches	Two Year Olds	1	9	С	18	С	NA	NA	Transitioning,Flo or Play,Outside
Main	A-1st Right (Seedlings	One Year Olds	1	3	С	18	С	NA	NA	Floor Play
Main	Front Left (Pre-K 3)	Five Year Olds and PreK	2	5	С	20	С	NA	NA	Floor Play,Circle Time,Outside
Main	Gym Far Left - B storage		0	0	С	32	С	NA	NA	
Main	Gym Far Lft -A a/s Oaks		0	0	С	29	С	NA	NA	
Total Ca		Total Capacity @35 sq. ft.: 2	38		Total C ft.: 0	apacity @	25 sq.			
Total # Children this Date: 30 Total Capa		Total Capacity @35 sq. ft.: 2				Total Capacity @25 sq. ft.: 0				

Building Playground		Playground Occupancy	Playground Compliance	
Main	PG Measures 6,475	65	С	



Seven Oaks Academy

CCLC-324

Comments

The purpose of this visit is to follow up on visit from November 30, 2017 and to conduct a licensing study. Consultant discussed Quality Rated, Comprehensive Background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in Provider Search and new features in the provider's Koala account.

Plan of Improvement: Developed This Date 05/03/2018

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: <u>All</u> employees of child care programs must be fingerprinted before **January 1**, **2017**. For instructions and to submit records check applications online, please visit <u>www.decalkoala.com</u>. 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@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). 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: <u>https://qualityrated.decal.ga.gov/</u> Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <u>qualityrated@decal.ga.gov</u>

Nainesh Amin, Program Official

Date

Tasha McDonald, Consultant

Date

Shawnell Johnson, Consultant

S I A	OF GEORE	E	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							
Alle .	1776		Findings Report							
Date: 5/	/3/2018	VisitType:	Licensing Study		Arrival:	9:20 AM	Departure:	2:00 PM		
CCLC-3	24					Re	gional Consulta	nt		
Seven C	Daks Acad	emy				Tasha McDonald				
810 Indian Trail Road Lilburn, GA 30047 Gwinnett County (770) 564-0470 nainesh61@gmail.com						Phone: (770) 344-3353 Fax: (678) 891-5601 tasha.mcdonald@decal.ga.gov				
Mailing Ao Same	ddress					Joi	nt with: Shawnell	Johnson		
The follo	wing infor	rmation is as	sociated with a Li	icensing St	udy:					
						Activit	ies and Equ	uipment		
591-1-1	03 Activiti	es					Technical A	Assistance		
	al Assistar 03(7)(a) - [n director that the i	nfants shou	ld spend	l at least on	e hour outdoors o	laily.		
Correctio	on Deadlin	ne: 5/3/2018								
591-1-1	12 Equipm	nent & Toys((CR)					Met		
Commen A variety		ent and toys w	vere observed throu	ughout the c	center.					
591-1-1	35 Swimm	ning Pools &	Water-related Act	ivities(CR)				Met		
Commen Center do		ovide swimmin	g activities.							
								Facility		
591-1-1	06 Bathro	oms						Met		
Commen Bathroom		d to be clean a	and well maintaine	d.						
591-1-1	19 License	e Capacity(C	R)					Met		
Commen Licensed		bserved to be	routinely met by c	enter.						
			e Environment(CF				Technical A	Assistance		
	al Assistar 25 - Discus		ctor to remember to	o that all out	tlet are o	covered in c	lassrooms.			
Commen	nt									

Center appears clean and well maintained.

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

Comment

Playground observed to be clean and in good repair.

Georgia Department of Early Care and Learning v1.03

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

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

591-1-1.18 Kitchen Operations

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1.10 Diapering Areas & Practices(CR)

Comment

Proper diapering procedures observed.

Finding

591-1-1.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined that a diaper changing pad located in the infant room was observed to be made out of quilted cloth material making it porous and not a smooth surface.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers.

Correction Deadline: 5/3/2018

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

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

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

Technical Assistance

591-1-1-.21(1)(p) - The consultant discussed the emergency preparedness plan for the center. Ensure to update emergency plans based on the new template provided by the consultant and begin using the updated emergency drill form.

Correction Deadline: 5/8/2018

Met

Met

Met

Not Met

Food Service

Technical Assistance

Policies and Procedures

Met

Met

591-1-1-.05 Animals

Observed all required posted notices.

Comment

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1.13 Field Trips(CR)

Comment

Field trip documentation observed to be complete. Observed documentation of field trip to Monkey Joe's on April 05, 2018.

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

Comment

Complete documentation of transportation observed. The center has three vehicles used for transportation, however on this date the owner reported that only one of three vehicles is being used at this time (vehicle tag number AWX6356).

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

Technical Assistance

591-1-1-.30 - The correct number of mats, sheets and blankets were observed on this date. Consultant discussed with director to ensure that the mats do not have tears and holes. Please ensure to monitor mats for any potential safety hazards.

Comment

Discussed SIDS and infant sleeping position.

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

Comment

Criminal records checks were observed to be complete.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training

Comment

Documentation observed of required annual staff training.

Staff Records

Technical Assistance

Sleeping & Resting Equipment

Met

Met

Met

Met

Safety

Met

Met

Met

Met

Comment

Observed complete Health and Safety Orientation Training for each staff member with direct care responsibilities that have been employed beyond 90 calendar days of their hire date.

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

Comment

Consultant observed staff comply with applicable laws and regulations.

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

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

Staffing and Supervision

Met

Met

Met