



**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:** 5/18/2017 **VisitType:** Licensing Study

**Arrival:** 2:35 PM

**Departure:** 4:05 PM

**CCLC-29394**

**Preferred School Care at Benteen Elementary**

200 Cassonova Street, SE Atlanta, GA 30315 Fulton County  
(678) 349-6598 Selmonatl@aol.com

**Regional Consultant**

Lajuana Williams

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**Mailing Address**

1125 Annie Lane  
Mableton, GA 30126

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
05/18/2017	Licensing Study	Good Standing	
12/15/2016	Monitoring Visit	Good Standing	
04/19/2016	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	A- Cafeteria	Five Year Olds and Six Year Olds and Over and PreK	1	16	C	80	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 80						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 16			Total Capacity @35 sq. ft.: 80			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Hard Top	72	C

**Comments**

Plan of Improvement: Developed This Date 05/18/2017

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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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](mailto: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.

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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)

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Lucrelia Craig, Program Official

Date

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Lajuana Williams, Consultant

Date



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### Findings Report

**Date:** 5/18/2017    **VisitType:** Licensing Study    **Arrival:** 2:35 PM    **Departure:** 4:05 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

N/A

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 1**

Child # 3

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Parent Names, Work Numbers

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08(a)-(f) - Please ensure enrollment records are complete and N/A or none is used when items do not apply. Please instruct parent/guardians to not leave areas blank

**Correction Deadline: 5/18/2017**

### Facility

**591-1-1-.25 Physical Plant - Safe Environment(CR)**

Met

**Comment**

Reminder-Keep Hazards Inaccessible i.e. hand sanitizer and staff personal items

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**591-1-1-.26 Playgrounds(CR)****Met****Comment**

Observation Program, used the gym area-Clean/Good Repair

**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)****N/A****Comment**

No children enrolled in diapers

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

Observed-Staff Remind Children Wash Hand

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

Discussed-Medication was not dispensed.

**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(3) - please ensure that the emergency drills are conducted as required and documented. Please ensure emergency procedures are updated and staff trained every six months. Please ensure training is documented on the emergency drills form.

**Correction Deadline: 5/23/2017****591-1-1-.27 Posted Notices****Not Met****Finding**

591-1-1-.27(f) requires the Center to post for public viewing near the front entrance the names of persons responsible for the administration of the center in the Director's absence. It was determined based on observation that the Director's designee(s) was not posted.

**POI (Plan of Improvement)**

The center will post the list as required.

**Correction Deadline: 5/18/2017****Finding**

591-1-1-.27(h) requires the Center to post emergency plans for severe weather, fire, and other emergency situations near the front entrance for public viewing. It was determined based on observation of posted notice that the emergency plan was missing.

**POI (Plan of Improvement)**

The center will post the emergency plans as required.

**Correction Deadline: 5/18/2017****Safety**

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**591-1-1-.05 Animals****Met****Comment**

No Animals Kept

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

**Comment**

Observed-Positive Learning Environment

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**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

No Field Trips at This Time

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**591-1-1-.36 Transportation(CR)** **N/A**

**Comment**

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **N/A**

**Comment**

The program did not provide care for infant children or provide nap

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**Staff Records**

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**Records Reviewed: 3**

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

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Staff # 1 Not Met

Date of Hire: 02/21/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 2 Not Met

Date of Hire: 09/17/2009

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

**Correction Deadline: 12/15/2016**

**Corrected on 5/18/2017**

**.09(1)(a) - Previous cite corrected**

**Correction Deadline: 12/15/2016**

**Corrected on 5/18/2017**

**.09(1)(c) - previous cite corrected**

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

**Correction Deadline: 12/15/2016**

**Corrected on 5/18/2017**

**.14(1) - Previous cite corrected.**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises 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 observation of staff records that there was no evidence of CPR/FA on file for the Director.

**POI (Plan of Improvement)**

The center director 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: 6/17/2017**

**Finding**

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the following was missing from the center's first aid kit: a face mask and insect sting preparation.

**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: 5/28/2017**

**591-1-1-.24 Personnel Records****Met**

**Correction Deadline: 12/20/2016**

**Corrected on 5/18/2017**

**.24 - Previous cite corrected. Staff filled out the application on site. Please ensure all applicable staff paperwork is filled out upon thier hire.**

**Correction Deadline: 5/18/2017**

**Recited on 1/1/0001**

**Corrected on 5/18/2017**

**.24(d) - Previous cite corrected.**

**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(4) requires ten clock hours of annual training for supervisory and caregiver staff in the subjects of early childhood education, child development or subjects related to the position. It was determined based on observation of staff files that annual training was not complete for all staff in license year 2016.

**POI (Plan of Improvement)**

Staff will complete training.

**Correction Deadline: 5/18/2017**

**Recited on 5/18/2017**

**591-1-1-.31 Staff(CR)****Not Met****Finding**

591-1-1.31(1)(b)3 requires the Director to possess a credential and qualifying child care experience that meets the rule requirements listed in 591-1-.31(1)(b)3.(i) through (xiii). it was determined based on the observation of staff records that there was no evidence of a degree or credential on file for the Director.

**POI (Plan of Improvement)**

The Director will obtain a credential and possess qualifying child care experience that meets the rule requirements listed in 591-1-.31(1)(b)3.(i) through (xiii).

The Director will is currently in CDA training and will place tracking information on file.

**Correction Deadline: 5/18/2017**

**Recited on 5/18/2017**

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on the observation of staff files that the program did not have a staff person on site with a credential.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

**Correction Deadline: 5/18/2017**

**Recited on 5/18/2017**

**Staffing and Supervision**

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

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Comment**

Observed-Adequate Supervision