



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: 6/29/2018 **VisitType:** Complaint Closure from visit on 05/30/2018 **Arrival:** 10:30 AM **Departure:** 1:45 PM

CCLC-47116

Bella's Learning Academy, LLC

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

Mailing Address
Same

Regional Consultant

Sharelle Cross

Phone: (770) 357-7044

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sharelle.cross@dec.al.ga.gov

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.
06/29/2018	Complaint Closure	Good Standing	
05/30/2018	Complaint Investigation Follow Up	Good Standing	
04/05/2018	Monitoring Visit	Good Standing	

Comments

Advisement of Potential for Repeated Rule Violations during Pending Investigations

This report shall serve as official notice of potential rule violations. These potential rule violations have been detailed in this report and discussed with you by the consultant. The department shall conduct a thorough investigation to determine if in fact the alleged rule violation(s) should or should not be substantiated. Please be aware that the investigation may take some time to be finalized to ensure fairness and accuracy. During this investigation period, any violations of an identical rule or rules will require the department to treat any and all substantiated rule violations identified in the investigation as repeated rule violation(s).

Further, from time to time the department discovers additional rule violations during the course of an investigation. If there are new rule violation(s), your consultant shall inform you of the violation(s) as soon as possible. However, as stated above, any violations of identical rule(s) will require the department to treat any and all additional rule violations identified in the investigation as repeated rule violations.

All rule violations found in relation to a complaint or incident investigation will be associated with the date the investigation was closed.



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)

I have read and understand the Rules and Regulations for Group Day Care Homes, 290-1-1. I acknowledge that the items noted in this report have been discussed with me and I have agreed to a Plan of Improvement (POI) as indicated in this report. I understand that correction of these deficiencies, while required, will not necessarily prevent DECAL from taking adverse action against this facility. I understand that if I disagree with any of the deficiencies cited, I have the right to refute them on this report or any other form that I choose to send to Child Care Services.

Tokela Huston, Program Official

Date

Sharelle Cross , Consultant

Date



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Summary Report

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The following information is associated with a Complaint Closure:

Policies and Procedures

591-1-1-.29 Required Reporting

Not Met

Finding Associated with Complaint

591-1-1-.29(3) requires the Director or designated person-in-charge to report or cause to be reported to the Department within 24 hours or the next work day: any death of a child while in the care of the Center; any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; any fire; any structural disaster; and any emergency situation that requires temporarily relocating children. It was determined based on an investigation that the center did not report when a five-year-old child was transported to Lee County Primary on May 21, 2018. The child was not enrolled in this school, and had no person there who was authorized to be responsible for his care. In addition, it was determined during the investigation that a three-year-old child received an injury to the eye on May 23, 2018, for which the child received medical attention. This incident was not reported to the Department.

POI (Plan of Improvement)

Please submit by July 16, 2018.

Correction Deadline: 7/16/2018

Safety

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

Not Met

Finding Associated with Complaint

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on an investigation that on May 21, 2018, center staff did not have written parental authorization when a five-year-old child was transported Lee County Primary, a school in which the child was not enrolled.

POI (Plan of Improvement)

Please submit by July 16, 2018.

Correction Deadline: 7/16/2018**Finding Associated with Complaint**

591-1-1-.36(7)(a) requires that each vehicle contains current information including: the full names of all children to be transported, each child's pick-up location, pick-up time, delivery location, alternate delivery location if a Parent is not at home and name of person authorized to receive each child. In addition, the vehicle shall contain current information identifying the Center's name, telephone number and the name of the driver of the vehicle. It was determined based on an investigation that on May 21, 2018, the center's vehicle did not contain the center and passenger information of a child who was transported to Lee County Primary, a school in which the child was not enrolled. The center was not provided with any of the child's enrollment and transportation documents until the end of the day after the child was transported.

POI (Plan of Improvement)

Please submit by July 16, 2018.

Correction Deadline: 7/16/2018**Finding Associated with Complaint**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on an investigation that on May 21, 2018, a five-year-old child was transported to Lee County Primary, a school in which the child was not enrolled, during morning routine transportation. The driver documented the child loaded the center's vehicle at 7:45 a.m. but was marked absent for the morning unload section on the transportation form. The document further showed that the child loaded the vehicle at 11:45 a.m. in the p.m. section of the form and was marked absent in the unload section of the form.

POI (Plan of Improvement)

Please submit by July 16, 2018.

Correction Deadline: 7/16/2018**Finding Associated with Complaint**

591-1-1-.36(9) requires the Center to be responsible for the child from the time and place the child is picked up until the child is delivered to his or her Parent(s) or responsible person designated by Parent(s). A child shall not be dropped off at any location where there is no one present authorized to receive the child. It was determined based on an investigation that on May 21, 2018, a five-year-old child was transported to Lee County Primary school during morning routine transportation. The driver released the child to Lee County primary school personnel at 8:00 a.m. but the person was not designated by the parent as the child was not enrolled at the school.

POI (Plan of Improvement)

Please submit by July 16, 2018.

Correction Deadline: 7/16/2018