



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: 7/24/2017 **VisitType:** Monitoring Visit **Arrival:** 10:30 AM **Departure:** 12:40 PM

CCLC-22774

Harvest Christian Academy

480 Henrietta Street Kingsland, GA 31548 Camden County
 (912) 729-4230 hc_academy@tds.net

Regional Consultant

Connie Boatright

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 connie.boatright@decal.ga.gov

Mailing Address
 Same

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.
07/24/2017	Monitoring Visit	Good Standing	
01/30/2017	Licensing Study	Good Standing	
09/01/2016	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	Six Year Olds and Over	1	12	C	24	C	NA	NA	Centers	
Main	B	Three Year Olds and Four Year Olds	2	15	C	25	C	NA	NA	Lunch, Transitioning	
Main	C		0	0	C	14	C	NA	NA	Not In Use	
Main	D	One Year Olds	1	7	C	18	C	NA	NA	Floor Play	
Main	E	Two Year Olds and Three Year Olds	1	10	C	18	C	NA	NA	Floor Play, Transitioning, Lunch	
Main	F	Infants	1	3	C	9	C	NA	NA	Nap	
Total Capacity @35 sq. ft.:					108	Total Capacity @25 sq. ft.:					0
Total # Children this Date: 47			Total Capacity @35 sq. ft.:			108	Total Capacity @25 sq. ft.:				0

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

This Monitoring Visit is the first regulatory visit for Harvest Christian Academy this 2017 - 2018 fiscal year.

The consultant reviewed all staff files and finds each staff member to have a satisfactory fingerprint criminal records check clearance determination letter on file. The consultant discussed that all staff members are required to have a comprehensive fingerprint criminal records check clearance determination letter on file by October 1, 2017.

The consultant discussed SIDS / Safe Sleep with the center infant staff.

The center does not administer medication and doesn't provide routine transportation. The center has provided a field trip during this summer. Field Trip logs were observed during this visit.

The center director stated the center does not provide liability insurance. The consultant did not observe a copy of a notice posted on the parent bulletin board. The center director stated no notice is posted and this statement is not stated in the child / center hand book. The center director posted a notice to this effect on the parent bulletin board prior to the consultant leaving the visit. The center director stated a memo will be sent home with all students currently enrolled for a parent signature by July 31, 2017. The center director also stated the child / center hand book will be updated by July 31, 2017 to incorporate notification that the center doesn't provide liability insurance.

Plan of Improvement: Developed This Date 07/24/2017

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(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)

Sharmaine Lewis, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

The consultant observed a variety of age appropriate activities through out the center.

Correction Deadline: 7/24/2017

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

591-1-1-.06 Bathrooms

Met

Comment

Observation-Clean and Well Maintained

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed Capacity Routinely Met

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

Technical Assistance

Technical Assistance

591-1-1-.25(8) - Reminder to ensure all electrical outlets are covered with protective plugs. (Classroom A - one plug uncovered on the back wall by the wooden book shelves and one plug uncovered on the student signature wall. Classroom B - one plug uncovered in the reading center under the head phones).

Correction Deadline: 7/24/2017

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

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

591-1-1-.07 Children's Health

Met

Correction Deadline: 1/30/2017

Corrected on 7/24/2017

.07(5) - The previous citation is observed to be corrected on this date.

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Observed-Proper Hand Washing Throughout

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

Met

Comment

The center director stated no medications are currently being administered.

Correction Deadline: 7/24/2017

Policies and Procedures

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

Technical Assistance

Technical Assistance

The center director stated the center does not provide liability insurance. The consultant did not observe a copy of a notice posted on the parent bulletin board. The center director stated no notice is posted and this statement is not stated in the child / center hand book. The center director posted a notice to this effect on the parent bulletin board prior to the consultant leaving the visit. The center director stated a memo will be sent home with all students currently enrolled for a parent signature by July 31, 2017. The center director also stated the child / center hand book will be updated by July 31, 2017 to incorporate notification that the center doesn't provide liability insurance.

Correction Deadline: 7/29/2017

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Discussion/Redirection

Comment

Observed-Positive Learning Environment

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

Comment

Observed-Complete Documentation

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

Discussed-SIDS/Infant Sleeping Position

Comment

Observed-Pleasant Naptime Environment

Staff Records

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

Comment

Criminal Records Check complete

Correction Deadline: 1/30/2017

Corrected on 7/24/2017

.09(1)(e) - The previous citation is observed to be corrected on this date.

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

Comment

Lead staff education requirements

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-Direct Supervision/Attentive Staff