



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: 8/16/2017 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 12:00 PM

CCLC-1723

Brenau Child Development Center

125 Smithgall Lane Gainesville, GA 30501 Hall County
 (770) 534-6107 lhoward@brenau.edu

Mailing Address

500 Washington St.
 Gainesville, GA 30501

Regional Consultant

Candace Gilbert

Phone: (866) 371-4935

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candace.gilbert@decal.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.
08/16/2017	Licensing Study	Good Standing	
01/06/2017	Monitoring Visit	Good Standing	
07/18/2016	Licensing Study	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	102	Three Year Olds	2	10	C	16	C	NA	NA	Circle Time
Main	110	Two Year Olds	2	8	C	8	C	NA	NA	Circle Time
Main	103	PreK	2	19	C	22	C	NA	NA	Circle Time
Main	108	Infants and One Year Olds	1	3	C	9	C	NA	NA	Nap,Floor Play
Main	109		0	0	C	9	C	NA	NA	
Main	111	One Year Olds	1	3	C	9	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 73			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 73							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground LF	25	C
Main	Playground RT	56	C
Main	Tricycle Area	14	C

Comments

The purpose of the visit was to complete a licensing study to follow up to the previous visit conducted on January 6, 2017.

Plan of Improvement: Developed This Date 08/16/2017

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)

Jennifer Brown, Program Official

Date

Candace Gilbert, Consultant

Date



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Findings Report

Date: 8/16/2017 **VisitType:** Licensing Study

Arrival: 9:00 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on consultant's observation that the lesson plan in Room 110 did not have complete or sufficient lesson plans and was missing portions of the lesson plans for the week of August 14- 18, 2017.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 8/16/2017

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

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 5

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities,.08(a)-(f)-Doctor, Clinic, Phone Numbers

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on consultant review of records that one of five children's records reviewed was missing the phone number of the child's primary source of health care and any know special accommodations needed for the child.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 8/16/2017**Facility****591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on consultant's observation that in Room 111 a tube of Destin was found in a child's backpack in a child's cubby and accessible to children.

POI (Plan of Improvement)

To ensure the safe storage of hazardous items, the center will check bags and diaper bags.

Correction Deadline: 8/16/2017**Recited on 8/16/2017****591-1-1-.26 Playgrounds(CR)****Met****Comment**

Consultant discussed with provider to ensure fence height is four feet in all areas. Consultant discussed with provider ensuring that playground equipment is rated for all ages enrolled in the center.

Correction Deadline: 1/16/2017**Corrected on 8/16/2017**

.26(6) - Consultant observed that the playgrounds were in good repair on this date.

Food Service**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Menu Meets USDA Guidelines

591-1-1-.18 Kitchen Operations**Met**

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene**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****Correction Deadline: 1/6/2017****Corrected on 8/16/2017****.20(4) - Consultant did not observe any medications accessible on this date. Provider stated that they did not have any medications to administer at this time.****Policies and Procedures****591-1-1-.27 Posted Notices****Met****Comment**

Observed-All Notices Posted. Consultant spoke with provider to ensure liability insurance at the center.

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

No Animals Kept

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

Observed-Discussion/Redirection

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

No Field Trips at This Time

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

Staff Records

591-1-1-.09 Criminal Records Check(CR)	Met
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Correction Deadline: 1/6/2017

Corrected on 8/16/2017

.09(1)(a) - All record checks completed.

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

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training	Met
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Comment

Observed - Documentation Of Training

591-1-1-.31 Staff(CR)	Not Met
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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 consultant's review of the records the center did not have proof that lead teachers met the minimum academic requirements for the lead teacher position.

POI (Plan of Improvement)

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

Correction Deadline: 8/16/2017

Staffing and Supervision

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

Observed-Adequate Supervision

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

Observed-Appropriate Staff:Child Ratios