



**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:** 8/27/2019    **VisitType:** Monitoring Visit    **Arrival:** 1:15 PM    **Departure:** 4:20 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**

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@dec.al.ga.gov

**Quality Rated:** No

<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.
08/27/2019	Monitoring Visit	Good Standing	
05/16/2019	Licensing Study	Good Standing	
10/31/2018	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	102	Three Year Olds	2	11	C	16	C	NA	NA	Nap
Main	110		0	0	C	8	C	NA	NA	
Main	103	PreK	2	20	C	22	C	NA	NA	Nap
Main	108	Infants	1	2	C	9	C	NA	NA	Floor Play
Main	109	Two Year Olds	1	10	C	9	NC	NA	NA	Nap
Main	111	One Year Olds	1	5	C	9	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 73

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 48

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 today's visit is to conduct a Monitoring Visit

Plan of Improvement: Developed This Date 08/27/2019

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).



Please refer to the website, <http://www.decal.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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)



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Jennifer Brown, Program Official

Date

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Mandi Sloan, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning  
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Atlanta, GA 30334  
Phone: (404) 657-5562 WWW.DECAL.GA.GOV

### Findings Report

**Date:** 8/27/2019 **VisitType:** Monitoring Visit

**Arrival:** 1:15 PM

**Departure:** 4:20 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

Mandi Sloan

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mandi.sloan@dec.al.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Met

##### Comment

A variety of equipment and toys were observed throughout the center.

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

Not Met

##### Finding

591-1-1-.35(3) requires the Center to maintain Staff:child ratios as follows to provide proper supervision of children engaged in swimming and water-related activities in water over two feet deep: Under 2 1/2 years = 1:2, 2 1/2 to 4 years = 1:5, 4 years and older who cannot swim a distance of 15 yards unassisted = 1:6, 4 years and older who can swim a distance of 15 yards unassisted as determined by a swimming test = 1:15. At least one qualified lifeguard must be present. Copies of certificates from a recognized water-safety class may be accepted in lieu of requiring each child to take a swimming test to determine if the child can swim 15 yards unassisted. It was determined based on review of records that swim tests and lifeguard certificates were not obtained for 12 children taken on a walking field trip to the Brenau Pool on June 21, 2019.

##### POI (Plan of Improvement)

The Center will ensure that adequate numbers of Staff are available to maintain the required Staff:child ratios. Staff will determine each child's swimming ability by performing a swim test and document the results of the test or will obtain copies of certificates from recognized water safety instructors for children not tested at the Center. A certified lifeguard will be present at the pool during swimming activities.

**Correction Deadline: 8/27/2019**

##### Finding

591-1-1-.35(6) requires the Parents' written permission for a child to participate in a swimming activity. It was determined based on review of records that written permission for children to participate in swimming activities were not obtained for 12 children taken on a walking field trip to the Brenau Pool on June 21, 2019.

##### POI (Plan of Improvement)

The Center will ensure that parental permission is secured prior to a child's participation.

**Correction Deadline: 8/27/2019**

### Children's Records

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<b>591-1-1-.08 Children's Records</b>	<b>Met</b>
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**Correction Deadline: 5/16/2019**

**Corrected on 8/27/2019**

**.08(1) - The previous citation is corrected on this date as five of five children's records were observed to be complete.**

	<b>Facility</b>
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<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed capacity observed to be routinely met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Not Met</b>
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**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined that the following areas of the playground gates were not in good repair:

Playground Right: The gate leading to the building next door contained a gap in the bottom of five inches and a gap between the two gates of four inches, posing a potential entrapment hazard.

Playground Left: The gate leading to the building next door contained a gap in the bottom of five and one half inches and a gap between the two gates of three and one half inches, posing a potential entrapment hazard.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 8/27/2019**

	<b>Food Service</b>
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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Correction Deadline: 5/16/2019**

**Corrected on 8/27/2019**

**.15(3) - The previous citation is corrected on this date as all infant bottles were labeled with child's name.**

	<b>Health and Hygiene</b>
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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Staff state proper knowledge of diapering procedures.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick.. It was determined based on observation that the cots in Rooms 111 and 102 were not of sound construction in that several cots in use were not in good repair.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 8/27/2019****Technical Assistance**

591-1-1-.30(1)(d) - Consultant discussed with Provider to ensure children are placed on cots and mats so that one child's head is towards another child's foot.

**Correction Deadline: 8/27/2019****Staff Records****Records Reviewed: 16****Records with Missing/Incomplete Components: 5**

Staff # 1

Not Met

Date of Hire: 08/26/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.09-Criminal Records Check Dissatisfied

Staff # 7

Not Met

Date of Hire: 01/28/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 11

Not Met

Date of Hire: 08/26/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.09-Criminal Records Check Dissatisfied

Staff # 13

Not Met

"Missing/Incomplete Components"

.09-Criminal Records Check Missing,.09-Criminal Records Check Dissatisfied

Staff # 16

Not Met

Date of Hire: 03/13/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on observation and review of records that one employee present at the center in Pre K Room 103 had not submitted a Records Check Application and Fingerprints to an authorized fingerprinting site. In addition, one maintenance worker (employed by the University to help with cleaning ) was observed on the premises and had not submitted a Records Check Application or Fingerprints to an authorized fingerprinting site. A one day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CBC rules are maintained.

**Correction Deadline: 8/27/2019****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on observation and review of records that one employee was present in Pre K Room 103 without a valid and current satisfactory Comprehensive Records Check Determination. In addition, one maintenance worker (employed by the University to help with cleaning ) was observed on the premises without a valid and current satisfactory Comprehensive Record Check Determination. A one day letter was left on this date.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CBC rules are maintained.

**Correction Deadline: 8/27/2019**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that one employee had not been electronically ported into DECAL KOALA.

**POI (Plan of Improvement)**

**IMMEDIATE CORRECTION** - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

**Correction Deadline: 8/27/2019**

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

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records that two staff members who were past the initial 90 days of employment did not possess evidence of valid CPR and First Aid Training.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 9/3/2019**

**Recited on 8/27/2019**

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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

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