



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: 10/17/2017 **VisitType:** Licensing Study

Arrival: 12:05 PM

Departure: 3:45 PM

CCLC-37186

Children's Academy of Kennesaw

3920 Jiles Way Kennesaw, GA 30144 Cobb County
 (770) 429-5700 mrjehbaldwin@gmail.com

Regional Consultant

Alison Benson

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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.
10/17/2017	Licensing Study	Good Standing	
01/25/2017	Licensing Study	Good Standing	
09/06/2016	Monitoring Visit	Good Standing	

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.

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 Left Front	Infants and One Year Olds	5	14	C	22	C	NA	NA	Nap, Floor Play, Feeding
Main	B Left 2nd Right	PreK	2	18	C	17	NC	NA	NA	Free Play
Main	C Left 1st right	Three Year Olds	2	16	C	19	C	NA	NA	Snack
Main	D Middle	Six Year Olds and Over	1	11	C	23	C	NA	NA	Snack
Main	E 2nd Right	Two Year Olds	2	14	C	38	C	NA	NA	Outside
Main	F 1st Right	One Year Olds	13	11	C	29	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 148						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 84			Total Capacity @35 sq. ft.: 148			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG left front	39	C
Main	PG left rear	56	C
Main	PG Patio	10	C
Main	PG Right	62	C

Comments

Fingerprint letters observed for twenty-one employees.

Plan of Improvement: Developed This Date 10/17/2017

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)

Michelle Provost, Program Official

Date

Alison Benson, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that the following areas were observed to be in need of repair:

- B- The sink was observed to be leaking and the cabinet was observed to be filled with debris.
- C- The sink was observed to be leaking and the cabinet was observed to be filled with debris.
- D- The cabinet under the sinks were observed to be filled with debris.

Chipped paint was observed on the baseboards throughout all of the classrooms.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 10/31/2017

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

N/A

Comment

No Swimming Activities Provided

Evening Care

591-1-1-.32 Staffing/Supervision(CR)

N/A

Comment

No evening care hours

Facility

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

Comment

Licensed Capacity Routinely Met

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

Comment

Observation-No Hazards Accessible

591-1-1-.26 Playgrounds(CR) **Not Met**

Technical Assistance

591-1-1-.26 - Discussed- Playground maintenance.

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that there was less than 1 inch of resilient surface observed under all fall zones on this date.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Per owner, mulch has been purchased and will be distributed in the next day or two.

Correction Deadline: 10/31/2017

Food Service

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-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR) **N/A**

Comment

Per director, no medication is being dispensed at this time.

Policies and Procedures

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

Comment

Per documentation, emergency drills are being conducted.

Correction Deadline: 10/22/2017

Safety

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

Observed-Discussion/Redirection

591-1-1-.36 Transportation(CR)**Not Met****Finding**

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 review of transportation documentation that one child was not marked when getting on or off the vehicle at Acworth Elementary School on October 6, 2017.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 10/31/2017**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of transportation documentation, the departure and arrival time was not documented for the bus run on September 21, 2017.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 10/31/2017

Sleeping & Resting Equipment

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

591-1-1-.30 - Discussed SIDS/Infant Sleeping procedures with owner and director.

Staff Records

591-1-1-.09 Criminal Records Check(CR)**Met****Correction Deadline: 1/26/2017****Corrected on 10/17/2017****.09(1)(d) - Fingerprint letters observed for twenty-one employees.**

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

Observed-50% Certified First Aid & CPR

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

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of staff records, nineteen employees did not have health and safety training completed.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 10/31/2017**Defer**

591-1-1-.33(3)- Director stated that all employees will have 2017 training completed by the end of December 2017.

POI (Plan of Improvement)

The center will plan and schedule training and follow up to ensure that direct care staff complete the required training.

Correction Deadline: 2/8/2017

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

Lead staff education requirements met.

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-Adequate Supervision