



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: 11/3/2017 **VisitType:** Complaint Investigation Follow Up **Arrival:** 9:50 AM **Departure:** 1:30 PM

CCLC-39034

Brookwood Children's Academy

1400 Barrett Corners Dr NW Kennesaw, GA 30144-4580 Cobb County
 (770) 544-7602 info@brookwoodchildrensacademy.com

Regional Consultant

Tahishe Smith
 Phone: (706) 310-6947
 Fax: (706) 433-7114
 tahishe.smith@dec.al.gov

Mailing Address
 Same

Quality Rated: ★

| Compliance Zone Designation | | |
|------------------------------------|-----------------------------------|---------------|
| 11/03/2017 | Complaint Investigation Follow Up | Good Standing |
| 10/11/2017 | Licensing Study | Good Standing |
| 01/11/2017 | Licensing Study | Good Standing |

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.

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- 1st Left | Two Year Olds and Three Year Olds | 1 | 11 | C | 16 | C | NA | NA | Outside, Floor Play |
| Main | B- 1st Right | Infants and One Year Olds | 2 | 4 | C | 14 | C | NA | NA | Nap |
| Main | C- 2nd Right | One Year Olds | 1 | 7 | C | 11 | C | NA | NA | Outside |
| Main | D- 3rd Right | | 0 | 0 | C | 32 | C | NA | NA | Not In Use |
| Main | E- 3rd Left | PreK | 2 | 17 | C | 31 | C | NA | NA | Transitioning |
| Main | F- 2nd Left | Three Year Olds | 2 | 13 | C | 22 | C | NA | NA | Transitioning |
| Total Capacity @35 sq. ft.: 126 | | | | | Total Capacity @25 sq. ft.: 0 | | | | | |
| Total # Children this Date: 52 | | | Total Capacity @35 sq. ft.: 126 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-------------------|----------------------|-----------------------|
| Main | A- Infant/Toddler | 20 | C |
| Main | B- Preschool | 88 | C |

Comments

Plan of Improvement: Developed This Date 11/03/2017

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.

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Michelle Armstrong, Program Official

Date

Tahishe Smith, Consultant

Date



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Findings Report

Date: 11/3/2017 **VisitType:** Complaint Investigation Follow Up **Arrival:** 9:50 AM **Departure:** 1:30 PM

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The following information is associated with a Complaint Investigation Follow Up:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(7)(a) requires a center that operates five hours or more per day to provide at least one and one-half hours of outdoor activity per day, weather permitting, for each child who is not an infant and at least one hour daily for infants. It was determined through discussion and staff statements that the infants do not have outdoor play any day of the week.

POI (Plan of Improvement)

The center will develop and follow a schedule that provides the required amount of outdoor activity for all children, including infants.

Correction Deadline: 11/2/2017

Facility

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

Not Met

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined through observation that a broken piece of basketball equipment was on the playground accessible to the children.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 11/12/2017

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 two inches of resilient surface underneath the 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. The center provided documentation to show that mulch had been ordered mulch and would arrive on November 4, 2017.

Correction Deadline: 11/24/2017

Recited on 11/3/2017

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|---------------------------|
| Health and Hygiene |
|---------------------------|

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

Not Met

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined through observation that a staff member was wiping several children's noses with toilet paper and no handwashing took place after each individual wipe for each child.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 11/2/2017

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|----------------------|
| Staff Records |
|----------------------|

591-1-1-.33 Staff Training

Met

Correction Deadline: 10/25/2017

Corrected on 11/3/2017

.33(3) - The one staff member did obtain her Health and Safety Training as of October 15, 2017.

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|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Not Met

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation and discussion, there was a staff to child ratio of 1:18 consisting of one and two-year-old children. There were two classrooms combined and the remaining staff came out of the classrooms later.

POI (Plan of Improvement)

The staff will ensure that a staff member fills in when a staff member has to leave the playground for any reason.

Correction Deadline: 11/2/2017