



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: 12/19/2018 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 12:15 PM

CCLC-1100

Austell Learning Academy

2081 Mesa Valley Way Austell, GA 30106 Cobb County
 (770) 948-2020 info@austelllearningacademy.com

Regional Consultant

Alison Benson

Phone: (866) 369-6921

Fax: (866) 370-1204

alison.benson@dec.al.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
12/19/2018	Licensing Study	Good Standing	
11/15/2018	Complaint Investigation Follow Up	Good Standing	
03/15/2018	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	Rm A-1L	Infants and One Year Olds	2	6	C	15	C	NA	NA	Feeding
Main	Rm B- 1L (2nd Room)	One Year Olds	1	6	C	15	C	NA	NA	Feeding
Main	Rm C- 3L	One Year Olds and Two Year Olds	2	8	C	13	C	NA	NA	Lunch
Main	Rm E- Back L	Four Year Olds	1	9	C	28	C	39	C	Outside
Main	Rm F- Far Back L	Three Year Olds	1	12	C	21	C	30	C	Outside
Main	Rm G- Middle Far Back		0	0	C	28	C	NA	NA	
Main	Rm H- 5R	PreK	2	17	C	19	C	NA	NA	Centers
Main	Rm I- 4R	PreK	2	18	C	22	C	NA	NA	Centers
Main	Rm J- 3R	Two Year Olds	2	10	C	22	C	NA	NA	Lunch
Main	Rm K- 2R	Two Year Olds	2	7	C	22	C	NA	NA	Lunch
Main	Rm L- 1R		0	0	C	23	C	NA	NA	

Total Capacity @35 sq. ft.: 228

Total Capacity @25 sq. ft.: 257

Total # Children this Date: 93

Total Capacity @35 sq. ft.: 228

Total Capacity @25 sq. ft.: 257

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	8	C
Main	B	97	C
Main	C	46	C
Main	D	34	C

Comments

Fingerprint letters observed.

Plan of Improvement: Developed This Date 12/19/2018

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.dec.state.ga.us/CCS/RuleAndRegulations.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.

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.state.ga.us.

- 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.state.ga.us/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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
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.state.ga.us

Marie Mackall, Program Official

Date

Alison Benson, Consultant

Date



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

Findings Report

Date: 12/19/2018 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 12:15 PM

CCLC-1100

Austell Learning Academy

2081 Mesa Valley Way Austell, GA 30106 Cobb County
(770) 948-2020 info@austelllearningacademy.com

Mailing Address
Same

Regional Consultant

Alison Benson

Phone: (866) 369-6921
Fax: (866) 370-1204
alison.benson@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Correction Deadline: 5/11/2017

Corrected on 12/19/2018

.12(2)(a) - This citation has been corrected.

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1

Met

Child # 2

Met

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4

Met

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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 review of children's records, two of five records did not include the release person's address.

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: 1/2/2019

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

Technical Assistance

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 5/11/2017

Corrected on 12/19/2018

.26(8) - The outside area was observed to be in good order on this date.

Health and Hygiene

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

Met

Correction Deadline: 11/15/2018

Corrected on 12/19/2018

.07(5) - There were no pacifier clips observed on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.10 - Hand washing requirements for diapering were discussed with the director on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.17 - Proper hand washing of children and staff was discussed with the director on this date.

Comment

Proper hand washing observed throughout the center.

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of documentation provided by the director, there was no fire drill conducted the month of November of 2018, nor has a Tornado Drill been conducted for the current year of 2018 when it should be conducted once every six months.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 1/2/2019

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

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

N/A

Comment

Center does not participate in field trips at this time.

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

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Staff stated proper SIDS and infant sleeping position.

Staff Records

Records Reviewed: 22

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 02/09/2009

Staff # 2	Met
Date of Hire: 03/01/2013	
Staff # 3	Met
Date of Hire: 07/28/2014	
Staff # 4	Met
Date of Hire: 04/15/2016	
Staff # 5	Met
Date of Hire: 08/28/2013	
Staff # 6	Met
Date of Hire: 05/13/2013	
Staff # 7	Met
Date of Hire: 04/04/2017	
Staff # 8	Met
Date of Hire: 10/06/2014	
Staff # 9	Met
Date of Hire: 05/17/2013	
Staff # 10	Met
Date of Hire: 10/29/2018	
Staff # 11	Not Met
Date of Hire: 11/18/2013	
<u>"Missing/Incomplete Components"</u>	
.31(1)(b)2.-Director Qualifications-Education Missing	
Staff # 12	Met
Date of Hire: 07/24/2017	
Staff # 13	Met
Date of Hire: 02/27/2017	
Staff # 14	Met
Date of Hire: 11/19/2018	
Staff # 15	Met
Date of Hire: 03/21/2017	
Staff # 16	Met

Records Reviewed: 22**Records with Missing/Incomplete Components: 1**

Date of Hire: 03/02/2016

Staff # 17 Met

Date of Hire: 02/28/2011

Staff # 18 Met

Date of Hire: 10/30/2013

Staff # 19 Met

Date of Hire: 08/28/2018

Staff # 20 Met

Date of Hire: 01/04/1996

Staff # 21 Met

Date of Hire: 03/13/2017

Staff # 22 Met

Date of Hire: 08/20/2018

Staff Credentials Reviewed: 22

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

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on review of staff records, two provisional employees were present without satisfactory Comprehensive Background Checks on file.

POI (Plan of Improvement)

The Center will ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required.

1-day letter issued on December 19, 2018.

Director stated neither employee will be left alone with children without a Comprehensive Background Check on file.

Correction Deadline: 12/20/2018**591-1-1-.09 Criminal Records Check(CR)****Met**

Correction Deadline: 5/11/2017

Corrected on 12/19/2018

.09(1)(e) - All employees were observed to have at least a Satisfactory fingerprint on file.

Correction Deadline: 5/11/2017

Corrected on 12/19/2018

.09(1)(i) - This has been corrected.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.31 Staff(CR)	Not Met
------------------------------	----------------

Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on review of staff records, the current director does not have the proper credentials.

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

Per director, she will attend the next Director training which will be held in 2019.

Correction Deadline: 1/2/2019

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Adequate supervision observed on this date.