



**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:** 4/4/2019    **VisitType:** Monitoring Visit    **Arrival:** 9:25 AM    **Departure:** 12:50 PM

**CCLC-14446**

**The Greenbrier Preschool**

3025 William Few Parkway Evans, GA 30809 Columbia County  
 (706) 210-4592 ktracy@thebradleyschools.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@decal.ga.gov

**Mailing Address**

3804 Evans To Locks Road  
 Martinez, GA 30907

**Quality Rated:** ★ ★ ★

<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.
04/04/2019	Monitoring Visit	Good Standing	
07/16/2018	Licensing Study	Good Standing	
03/26/2018	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	Infants	Infants	3	14	C	28	C	NA	NA	Feeding, Floor Play, Nap
Main	K-4	PreK	2	22	C	31	C	NA	NA	Centers
Main	Pre-K/After School	PreK	2	22	C	30	C	NA	NA	Centers
Main	T-1A	One Year Olds	2	10	C	15	C	NA	NA	Free Play, Diapering
Main	T-1B	One Year Olds and Two Year Olds	3	16	C	21	C	NA	NA	Centers
Main	T-2A	Two Year Olds	3	18	C	18	C	NA	NA	Outside
Main	T-2B	Two Year Olds and Three Year Olds	3	18	C	29	C	NA	NA	Outside
Main	T-3A	Three Year Olds and Four Year Olds	2	17	C	22	C	NA	NA	Centers
Main	T-3B	Four Year Olds	2	21	C	22	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 216					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 158					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Infant Playground	3	C
Main	PG- Left Playground	105	C
Main	PG- Right	27	C

## Comments

Plan of Improvement: Developed This Date 04/04/2019

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.dec.al.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.

### 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](mailto: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).

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](mailto:qualityrated@dec.al.ga.gov)

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Katie Tracy, Program Official

Date

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Melyn Smith, Consultant

Date



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### Findings Report

**Date:** 4/4/2019 **VisitType:** Monitoring Visit **Arrival:** 9:25 AM **Departure:** 12:50 PM

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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.

**Correction Deadline: 7/17/2018**

**Corrected on 4/4/2019**

.12(3) - Previous citation corrected, based on observation, in that all equipment and furniture was observed to be placed to minimize danger of accident and collision on this date.

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

**N/A**

**Comment**

Center does not provide swimming activities.

### 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)**

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined, based on observation, that the following hazards were observed accessible to children:

- Room T-2B: A garbage bag containing a round cake holder was observed accessible to children in a cubby cabinet located under the art drying rack on this date.
- Room T-1B: A broom, dust pans, plastic bags, and staff purses were observed accessible to children in an unlocked storage closet on this date.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 4/4/2019**

**Recited on 4/4/2019**

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**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, based on observation, that eight of twelve swing chains were observed rusted on the Left Playground on this date.

**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: 4/14/2019**

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**Health and Hygiene**

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

Proper diapering procedures observed.

**Comment**

Staff state proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

**Correction Deadline: 7/16/2018**

**Corrected on 4/4/2019**

.17(7) - Previous citation corrected, based on observation, in that proper handwashing was observed throughout the center on this date.

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

Documentation for medication dispensing observed complete.

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**Safety**

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

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

**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 records, that the center failed to document the unloading of the children with a mark or symbol upon arrival to the center at the end of afternoon transportation from Parkway Elementary School to the center on March 29, 2019.

**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: 4/4/2019**

**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 records, that center staff failed to document the return time of the vehicle to the center at the end of morning transportation from the center to Parkway Elementary School on March 28 and 29, 2019. It was further determined that center staff failed to document the unload time of children at the center at the end of afternoon transportation from Parkway Elementary School to the center on March 29, 2019.

**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: 4/4/2019**

<b>Sleeping &amp; Resting Equipment</b>
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## 591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

**Comment**

Pleasant naptime environment observed.

<b>Staff Records</b>
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<b>Records Reviewed: 38</b>	<b>Records with Missing/Incomplete Components: 0</b>
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Staff # 1

Met

Date of Hire: 09/27/2005

Staff # 2

Met

Date of Hire: 11/13/2018

Staff # 3

Met

Date of Hire: 08/15/2017

Staff # 4	Met
Date of Hire: 09/21/2005	
Staff # 5	Met
Date of Hire: 12/04/2018	
Staff # 6	Met
Date of Hire: 06/12/2009	
Staff # 7	Met
Date of Hire: 11/30/2015	
Staff # 8	Met
Date of Hire: 10/05/2009	
Staff # 9	Met
Date of Hire: 06/02/2016	
Staff # 10	Met
Date of Hire: 08/22/2016	
Staff # 11	Met
Date of Hire: 10/10/2011	
Staff # 12	Met
Date of Hire: 07/02/2018	
Staff # 13	Met
Date of Hire: 01/01/2000	
Staff # 14	Met
Date of Hire: 02/02/2018	
Staff # 15	Met
Date of Hire: 11/11/2015	
Staff # 16	Met
Date of Hire: 05/16/2014	
Staff # 17	Met
Date of Hire: 07/21/2015	
Staff # 18	Met
Date of Hire: 04/26/2018	

Staff # 19	Met
Date of Hire: 02/23/2018	
Staff # 20	Met
Date of Hire: 05/04/2012	
Staff # 21	Met
Date of Hire: 05/09/2016	
Staff # 22	Met
Date of Hire: 08/28/2017	
Staff # 23	Met
Date of Hire: 04/24/2017	
Staff # 24	Met
Date of Hire: 03/01/2019	
Staff # 25	Met
Date of Hire: 10/12/2012	
Staff # 26	Met
Date of Hire: 12/05/2018	
Staff # 27	Met
Date of Hire: 12/05/2016	
Staff # 28	Met
Date of Hire: 07/29/2015	
Staff # 29	Met
Date of Hire: 11/08/2018	
Staff # 30	Met
Date of Hire: 04/04/2018	
Staff # 31	Met
Date of Hire: 12/05/2016	
Staff # 32	Met
Date of Hire: 07/18/2016	
Staff # 33	Met
Date of Hire: 08/02/2018	



**Records Reviewed: 38****Records with Missing/Incomplete Components: 0**

Staff # 34	Met
Date of Hire: 01/09/2015	
Staff # 35	Met
Date of Hire: 06/06/2018	
Staff # 36	Met
Date of Hire: 07/10/2018	
Staff # 37	Met
Date of Hire: 06/16/2017	
Staff # 38	Met
Date of Hire: 08/27/2015	

**Staff Credentials Reviewed: 38**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided six files for employees hired since last visit.

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**591-1-1-.09 Criminal Records Check(CR)** **Met****Correction Deadline: 7/17/2018****Corrected on 4/4/2019****.09(1)(d) - Previous citation corrected, based on review of records, in that all staff had satisfactory Fingerprint Records Check determination letters dated within 12 months of their hire date on file on this date.**

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**591-1-1-.33 Staff Training** **Met****Correction Deadline: 8/15/2018****Corrected on 4/4/2019****.33(3) - Previous citation corrected, based on review of records, in that all staff had evidence of completing the mandatory Health and Safety Orientation Training within 90 days of hire on this date.****Correction Deadline: 8/15/2018****Corrected on 4/4/2019****.33(6) - Previous citation corrected, based on review of records, in that staff had evidence of completing at least ten hours of annual training for 2018 on this date.**

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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.