



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

**Arrival:** 9:10 AM

**Departure:** 12:55 PM

**CCLC-16945**

**Atlanta International School**

2890 North Fulton Drive Atlanta, GA 30305 Fulton County  
 (404) 812-6430 mvoutos@aischool.org

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

**Mailing Address**

Same

<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.
10/10/2017	Licensing Study	Good Standing	
03/27/2017	Monitoring Visit	Good Standing	
10/18/2016	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	A: 1L/2L	Three Year Olds and Four Year Olds	4	32	C	47	C	NA	NA	Centers
Main	B: 3L	Three Year Olds	2	12	C	24	C	NA	NA	Music
Main	C: 4L	Three Year Olds	3	17	C	24	C	NA	NA	Circle Time
Main	D: 1R	Three Year Olds	2	10	C	24	C	NA	NA	Circle Time
Main	E: 2R	Four Year Olds	2	11	C	24	C	NA	NA	Centers
Main	F: 3R	Four Year Olds	2	13	C	24	C	NA	NA	Centers
Main	G: 4R	Three Year Olds	3	11	C	24	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 191			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 106			Total Capacity @35 sq. ft.: 191							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on March 27, 2017.

Consultant observed proof of liability insurance and Emergency Plan Preparedness Plan on this date.

Plan of Improvement: No Plan Developed

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](http://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(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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

Maria Voutos, Program Official

Date

Shannon Curtis, Consultant

Date



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### Findings Report

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Same

The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**591-1-1-.08 Children's Records**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

### Facility

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

**Comment**

Licensed Capacity Routinely Met

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

**Technical Assistance**

Consultant discussed with the Director to replace missing outlet covers on this date.

**Correction Deadline: 10/10/2017**

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

**Comment**

Observation-Clean/Good Repair

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition** **Met**

**Comment**

Menu Meets USDA Guidelines

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

**Comment**

No children enrolled in the program that requires diapering.

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

**Comment**

Observed-Proper Hand Washing Throughout

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

**Comment**

Observed-Complete Documentation

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

Consultant observed evidence of monthly fire drills conducted as of September 7, 2017 on this date.

**Correction Deadline: 10/15/2017**

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed-All Notices Posted

<b>Safety</b>
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**591-1-1-.05 Animals** **Met**

**Comment**

No Animals Kept

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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Observed-Positive Learning Environment

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<b>591-1-1-.13 Field Trips(CR)</b>	<b>Met</b>
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**Comment**

No Field Trips at This Time

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
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**Comment**

No Routine Transportation Provided

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

Correct number of mats; disinfecting discussed

<b>Staff Records</b>
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<b>Records Reviewed: 20</b>
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<b>Records with Missing/Incomplete Components: 0</b>
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Staff # 1	Met
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Date of Hire: 08/14/2017

Staff # 2	Met
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Staff # 3	Met
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Staff # 4	Met
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Date of Hire: 08/15/2013

Staff # 5	Met
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Date of Hire: 04/02/2010

Staff # 6	Met
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Date of Hire: 05/28/2013

Staff # 7	Met
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Staff # 8	Met
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Date of Hire: 04/03/1989

Staff # 9	Met
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Staff # 10	Met
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Staff # 11	Met
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Staff # 12	Met
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**Records Reviewed: 20**

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

Date of Hire: 08/07/2017

Staff # 13 Met

Staff # 14 Met

Staff # 15 Met

Date of Hire: 07/31/2017

Staff # 16 Met

Date of Hire: 08/09/2016

Staff # 17 Met

Staff # 18 Met

Staff # 19 Met

Date of Hire: 08/15/1997

Staff # 20 Met

Date of Hire: 10/09/2013

**Staff Credentials Reviewed: 20**

**591-1-1-.09 Criminal Records Check(CR) Met**

**Comment**

Criminal Records Check complete for all staff on this date.

**Comment**

The Director provided two new employee files hired since last visit on this date.

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

**Comment**

Observed-100% Certified First Aid & CPR

**Comment**

Reminder-Replace/Add expired ointment on this date.

**591-1-1-.33 Staff Training Met**

**Comment**

Observed - Documentation Of Health and Safety orientation Training and ten clock hours of annual training for staff on this date.

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

**Comment**

Lead staff education requirements

**Staffing and Supervision**

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

**Comment**

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision