



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: 4/23/2019 **VisitType:** Licensing Study **Arrival:** 11:45 AM **Departure:** 3:30 PM

CCLC-1907

NORTH HENRY ACADEMY EXTENDED CARE

1093 FLAT ROCK ROAD Stockbridge, GA 30281 Henry County
 (770) 389-1591 lindafloyd@northhenryacademy.com

Regional Consultant

April Brown

Phone: (770) 357-5101

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april.brown@decal.ga.gov

Mailing Address

1093 Flat Rock Rd.
 Stockbridge, GA 30281

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.
04/23/2019	Licensing Study	Good Standing	
12/11/2018	Monitoring Visit	Good Standing	
02/12/2018	Complaint Investigation Follow Up	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
Bldg. I	Room 103	One Year Olds	1	4	C	9	C	NA	NA	Nap
Bldg. I	Room 105	Two Year Olds	1	6	C	10	C	NA	NA	Lunch
Bldg. I	Room 106/108	Three Year Olds	1	10	C	16	C	23	C	Transitioning
Bldg. I	Room 111	Four Year Olds	1	15	C	24	C	NA	NA	Lunch
Bldg. I	Room 114	Infants	1	5	C	7	C	NA	NA	Floor Play, Feeding
Bldg. I	Room 115		0	0	C	20	C	28	C	Not In Use
Bldg. I	Room 122	Six Year Olds and Over	1	9	C	19	C	26	C	Homework
Total Capacity @35 sq. ft.: 105						Total Capacity @25 sq. ft.: 127				
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 105			Total Capacity @25 sq. ft.: 127				

Building	Playground	Playground Occupancy	Playground Compliance
Bldg. I	Plgd-Main	80	C

Comments

Plan of Improvement: Developed This Date 04/23/2019

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.state.ga.us/CCS/Regulations.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

Cynthia Temple, Program Official

Date

April Brown, 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-.03 Activities

Technical Assistance

Technical Assistance

Please ensure that all lesson plans are available and posted as required.

Correction Deadline: 4/23/2019

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

N/A

Comment

Center does not provide swimming activities at this time. No pool on property on this date.

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**

Records were observed to be complete and well organized on this date.

Facility

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

Licensed capacity observed to be met by the center on this date.

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

No hazards observed accessible to children on this date.

Correction Deadline: 12/11/2018**Corrected on 4/23/2019****Correction of citation in that there were no visible hazards accessible to children in care on this date.****Medication was kept locked and secured as required on this date.**

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

Consultant discussed the following with the director on this date. Please ensure that all mats underneath the swing sets are level to the ground in an attempt to prevent tripping hazards. Please monitor the "O" hooks connected to the swing sets for rust. Additionally, consultant discussed the chipped paint and rust exposed on four benches on the playground in the event children are allowed to sit on the benches, they must be repaired.

Correction Deadline: 4/23/2019**Food Service**

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines on this date. Children were served wheat bread - grilled cheese sandwiches, chicken noodle soup, baby carrots, pineapples, and milk for lunch on this date.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized on this date.

Health and Hygiene

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

Staff stated proper knowledge of diapering procedures on this date.

Technical Assistance

Please ensure that diapers are changed on a diaper changing surface, which is smooth, and nonporous as required.

Correction Deadline: 4/23/2019

591-1-1-.17 Hygiene(CR)**Met****Correction Deadline: 12/11/2018****Corrected on 4/23/2019****Correction of citation in that staff stated proper knowledge of hand washing practices on this date.**

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of records, one child in care was dispensed medication; however, the time and signature or initials of the person administering the medication was not documented as required on April 10, 2019.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 4/23/2019

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Comment**

Consultant discussed the new written emergency plan with the director on this date.

Correction Deadline: 4/28/2019**Finding**

591-1-1-.21(1)(q) requires the Center to have in the Center policies and procedures a description of the safe sleep practices followed by the Center that includes the following information: the initial placement of Infants on their backs to sleep; no cover or other soft items in crib; appropriate sleep clothing for Infants to be provided by Parent; individual crib, cot or mat and bedding provided and changing and cleaning practices for these items; Infants who fall asleep in other equipment, on the floor or elsewhere will be moved to a crib to sleep; and no swaddling or positioning devices used. It was determined based on a review of records infants in care do not have an infant safe sleep practice form signed by the parents as required.

POI (Plan of Improvement)

The Center will write or revise policies and procedures to include the required description of the Center's safe sleep practices. The center will ensure all parents of infants sign the safe sleep practices form as required.

Correction Deadline: 4/28/2019

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

Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements with the director on this date.

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises on this date.

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

Comment

Age-appropriate discussion and redirection observed on this date.

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 at this time.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position on this date.

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 02/28/2018	
Staff # 2	Met
Date of Hire: 03/11/2003	
Staff # 3	Met
Date of Hire: 03/18/2019	
Staff # 4	Met
Date of Hire: 07/25/2016	
Staff # 5	Met
Date of Hire: 07/01/2016	
Staff # 6	Met
Date of Hire: 08/02/2018	
Staff # 7	Met
Date of Hire: 08/02/2018	
Staff # 8	Met
Date of Hire: 09/01/2011	
Staff # 9	Met
Date of Hire: 08/23/1999	

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 10 Date of Hire: 11/12/1997	Met
Staff # 11 Date of Hire: 08/01/2018	Met
Staff # 12 Date of Hire: 08/27/1999	Met
Staff # 13 Date of Hire: 03/12/2018	Met
Staff # 14 Date of Hire: 07/24/2017	Met
Staff # 15 Date of Hire: 07/26/2018	Met
Staff # 16 Date of Hire: 10/29/2018	Met
Staff # 17 Date of Hire: 08/01/2000	Met

Staff Credentials Reviewed: 17

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

Comment

Criminal record checks were observed to be complete on this date.

Comment

Director provided one file for an employee hired since last visit which was completed on December 11, 2018.

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

Comment

Complete first aid kit observed in the center on this date.

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR on this date.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required annual staff training for 2018 on this date.

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

Comment

Staff observed to be compliant with applicable laws and regulations on this date.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios on this date.

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

Adequate supervision observed on this date.