



**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: 10/8/2020 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 12:00 PM

CCLC-2211

Towne Square Academy

480 Racetrack Rd. McDonough, GA 30252 Henry County
(770) 914-0093 l_mitcham@bellsouth.net

Regional Consultant

Brandi Mangino

Phone: (478) 314-9726
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Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
10/08/2020	Monitoring Visit	Good Standing
01/28/2020	Monitoring Visit	Good Standing
09/05/2019	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/1		0	0	C	13	C	NA	NA	
Main	B/2		0	0	C	14	C	NA	NA	
Main	C/3	One Year Olds	1	6	C	16	C	NA	NA	Centers
Main	D/4		0	0	C	21	C	29	C	
Main	E/5		0	0	C	20	C	NA	NA	
Main	F/6	PreK	2	15	C	22	C	NA	NA	Centers
Main	G/7		0	0	C	14	C	NA	NA	
Main	H/8		0	0	C	16	C	NA	NA	Free Play
Main	I/9	Two Year Olds	1	4	C	19	C	NA	NA	Free Play
Main	J/10	Three Year Olds	1	11	C	17	C	NA	NA	Centers
Main	K/School Age	Six Year Olds and Over	1	1	C	20	C	28	C	Homework
Total Capacity @35 sq. ft.: 192						Total Capacity @25 sq. ft.: 208				
Total # Children this Date: 37			Total Capacity @35 sq. ft.: 192			Total Capacity @25 sq. ft.: 208				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler Playground	13	C
Main	Left back playground	59	C
Main	Rear Left Playground	17	C
Main	Rear Playground	59	C

Comments

An Administrative Review was conducted on October 8, 2020. All staff criminal record checks were reviewed. A virtual inspection was conducted with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued August 15, 2020 was discussed.

A copy of the new infant feeding plan was emailed to the provided and discussed.

A one-day-letter was issued on this date.

Plan of Improvement: Developed This Date 10/08/2020

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.

- 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.decal.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@decal.ga.gov

Stalinda Knowlden, Program Official

Date

Brandi Mangino, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Not Evaluated

Comment

A variety of equipment and toys were observed throughout the center.

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

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

Met

Comment

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Correction Deadline: 9/28/2020

Facility

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

Not Evaluated

Comment

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Based on the numbers provided during the virtual walk through the center was within licensing capacity.

Correction Deadline: 9/28/2020

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

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

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

No immediate safety hazards were observed during the virtual walk through.

Correction Deadline: 9/28/2020

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Evaluated****Comment**

Hand washing and sanitizing requirements for diapering were discussed with the Director during the virtual walk through.

Correction Deadline: 9/28/2020

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

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Correction Deadline: 9/28/2020

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

Documentation for medication dispensing observed complete.

Safety

591-1-1-.11 Discipline(CR)**Not Evaluated****Comment**

A virtual inspection was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding discipline were discussed with the Director. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Correction Deadline: 9/28/2020

591-1-1-.36 Transportation(CR)**Met****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Not Evaluated****Comment**

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Comment

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Correction Deadline: 10/8/2020

Staff Records**Records Reviewed: 15****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 03/17/2020	
Staff # 2	Met
Date of Hire: 08/14/2020	
Staff # 3	Met
Date of Hire: 09/14/2020	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 10/23/2013	
Staff # 6	Met
Date of Hire: 08/28/2020	
Staff # 7	Met
Date of Hire: 07/31/2020	
Staff # 8	Met
Date of Hire: 09/26/2018	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 02/05/2014	
Staff # 11	Met
Date of Hire: 01/21/2020	
Staff # 12	Met
Date of Hire: 08/12/2019	
Staff # 13	Met
Date of Hire: 08/25/2020	
Staff # 14	Met

Date of Hire: 07/19/2010

Staff # 15

Met

Date of Hire: 07/26/2019

Staff Credentials Reviewed: 3

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

Not Met

Comment

Based on a review of criminal record check from the staff list provided one staff member has a national background check and the others have a comprehensive background check.

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of staff that one newly hired staff member started at the center on August 25, 2020 and the background was not ported electronically prior to the staff starting.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will review decal koala to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will monitor and ensure that all background are listed in decal koala prior to a staff member starting work to ensure CRC rules are maintained.

Correction Deadline: 10/8/2020

591-1-1-.33 Staff Training

Met

Correction Deadline: 2/27/2020

Corrected on 10/8/2020

.33(3) - citation corrected.

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

Not Evaluated

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed with the Director during the virtual walk through. The program was in compliance with the Executive Order issued August 15, 2020.

Correction Deadline: 9/28/2020

Staffing and Supervision

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

Not Evaluated

Comment

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Based on the ratios provided during the virtual walk through the center was within ratio standards.

Correction Deadline: 9/28/2020

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

Met

Comment

A virtual inspection was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed the next regulatory visit.

Supervision was not directly observed. Staff members were observed to be interacting with the children.

Correction Deadline: 9/28/2020