



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: 9/11/2019 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 5:30 PM

CCLC-2326

Oconee Preschool Academy

1890 Mars Hill Road Watkinsville, GA 30677 Oconee County
 (706) 769-5437 oconeepreschool@yahoo.com

Regional Consultant

Kelly Jones

Phone: (770) 357-7062
 Fax: (770) 357-7061
 kelly.jones@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
09/11/2019	Licensing Study	Good Standing
06/05/2019	Monitoring Visit	Good Standing
10/16/2018	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	Lt.Hall-1L	Five Year Olds and PreK	2	22	C	23	C	NA	NA	Centers
Main	Lt.Hall-1R	Three Year Olds and Four Year Olds	2	16	C	22	C	NA	NA	Circle Time
Main	Lt.Hall-2R		0	0	C	19	C	NA	NA	
Main	Middle	PreK	2	20	C	42	C	NA	NA	Centers
Main	Rt Hall-2R		0	0	C	21	C	NA	NA	
Main	Rt. Hall-1L		0	0	C	13	C	NA	NA	
Main	Rt.Hall-1R	One Year Olds	2	9	C	18	C	NA	NA	Feeding,Story,FIoor Play,Free Play
Main	Rt.Hall-3R	One Year Olds	2	5	C	13	C	NA	NA	Free Play,Floor Play
Total Capacity @35 sq. ft.: 171						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 72			Total Capacity @35 sq. ft.: 171			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

Comments

The purpose for this visit was to conduct a licensing study on this date and to follow up on the previous visit conducted on June 5,2019.

Plan of Improvement: Developed This Date 09/11/2019

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/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.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

Nikki Wright, Program Official

Date

Kelly Jones, 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: 9/11/2019 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 5:30 PM

CCLC-2326**Oconee Preschool Academy**

1890 Mars Hill Road Watkinsville, GA 30677 Oconee County
(706) 769-5437 oconeepreschool@yahoo.com

Mailing Address
Same

Regional Consultant

Kelly Jones

Phone: (770) 357-7062
Fax: (770) 357-7061
kelly.jones@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.12 Equipment & Toys(CR)****Met****Comment**

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

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

591-1-1-.35 - The consultant discussed swimming rules with the director, who was very familiar with the expectations.

No swimming Activities offered from August-April. The consultant reviewed complete documentation of swimming activities on file.

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)**Met****Comment**

No hazards observed accessible to children on this date.

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

Correction Deadline: 6/5/2019

Corrected on 9/11/2019

.26(4) - The previous citation was observed to be corrected on this date. The consultant observed that the lower bar located on the back fence of the middle playground to be in good repair. The consultant also observed the bolts throughout the playground to fence to be no longer than two threads in length.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

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

Comment

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

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

Comment

Center does not participate in field trips at this time.

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

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

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.

Staff Records

Records Reviewed: 27

Records with Missing/Incomplete Components: 5

Staff # 1 Met

Date of Hire: 09/29/2017

Staff # 2 Met

Date of Hire: 07/15/2019

Staff # 3 Met

Date of Hire: 08/07/2019

Staff # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 5	Met
Date of Hire: 08/26/2019	
Staff # 6	Met
Date of Hire: 08/07/2019	
Staff # 7	Met
Date of Hire: 08/07/2019	
Staff # 8	Met
Date of Hire: 08/19/2019	
Staff # 9	Met
Date of Hire: 08/06/2018	
Staff # 10	Met
Date of Hire: 04/06/2019	
Staff # 11	Met
Date of Hire: 07/26/2018	
Staff # 12	Met
Date of Hire: 08/01/2019	
Staff # 13	Met
Date of Hire: 08/07/2019	
Staff # 14	Met
Date of Hire: 08/07/2019	
Staff # 15	Not Met
Date of Hire: 05/22/2017	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 16	Met
Date of Hire: 09/08/2017	
Staff # 17	Met
Date of Hire: 08/07/2019	

Staff # 18	Met
Staff # 19	Not Met
Date of Hire: 01/14/2019	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 20	Met
Date of Hire: 05/29/2019	
Staff # 21	Met
Date of Hire: 08/01/2019	
Staff # 22	Met
Date of Hire: 03/25/2019	
Staff # 23	Met
Staff # 24	Met
Date of Hire: 08/12/2019	
Staff # 25	Not Met
Date of Hire: 05/20/2019	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 26	Met
Date of Hire: 07/26/2017	
Staff # 27	Not Met
Date of Hire: 08/05/2019	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	

Staff Credentials Reviewed: 8

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

Director provided 5 file(s) for employees hired since last visit.

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive 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. The Comprehensive 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 Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff member #76 does not have evidence of a valid and current satisfactory Comprehensive Records check Determination on file prior to being present at the Center while children were present. The consultant verified that staff member #76, who was an assistant teacher out of state results were pending as of September 11, 2019. A one-day letter was left on this date. The staff was confirmed to be supervised at all times.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will make sure to follow up on out of state results prior to national letter expiring to ensure that every Employee has a valid and current satisfactory Comprehensive 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. The Comprehensive 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 Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. 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 check expiration dates to ensure the CRC rules are maintained.

Correction Deadline: 9/11/2019

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that staff member #68 date of hire documented for May 20, 2019, did not complete the required health and safety orientation training within the first 90-days of their date of hire.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 10/11/2019

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

Not Met

Finding

591-1-1-.31(1)(c) requires that a copy and/or written verification of the credential or degree awarded to the Director by the technical college, university, school or Department-approved trainer listed in 591-1-1-.31(1)(b)2. (i) through (xiii) be maintained by the Center in the Director's file and such documentation shall be available for inspection by Department staff upon request. It was determined based on a review of records that staff member #43 did not have her credential on file.

POI (Plan of Improvement)

The Center will obtain the written verification from the Director, place it in the Director's file, and provide it to the Department if requested.

Correction Deadline: 9/11/2019

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.