



**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:** 10/14/2020 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 12:35 PM

**CCLC-28408**

**1st Creative Learning Academy**

5771 Lawrenceville Hwy Tucker, GA 30084 Gwinnett County  
 (770) 935-6500 firstcreative@att.net

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**Mailing Address**

Same

**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.
10/14/2020	Licensing Study	Good Standing	
10/21/2019	Licensing Study	Good Standing	
03/26/2019	Complaint Investigation & 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-Front	Infants and One Year Olds	1	4	C	8	C	NA	NA	Free Play
Main	B-1 Right	Two Year Olds	1	5	C	13	C	NA	NA	Centers
Main	C-2 Right	Three Year Olds	2	11	C	16	C	NA	NA	Outside
Main	D-Far Left	PreK	2	10	C	26	C	NA	NA	Centers
Main	E-Downstairs		0	0	C	14	C	NA	NA	Not In Use
Main	F-5 Left (up)		0	0	C	15	C	21	C	Not In Use

Total Capacity @35 sq. ft.: 92

Total Capacity @25 sq. ft.: 98

Total # Children this Date: 30

Total Capacity @35 sq. ft.: 92

Total Capacity @25 sq. ft.: 98

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-infants	3	C
Main	B	45	C
Main	C-Basketball Area	15	C
Main	D	14	C

**Comments**

An Administrative Review was conducted on October 13, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 14, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Shared Professional Development Plan document and FAQ regarding Rule Changes effective October 1, 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.

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**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.

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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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Bibi Persaud, Program Official

Date

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Dianne Clarke, 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-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

### 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**

**Correction Deadline: 10/21/2019**

Corrected on 10/14/2020

.08(1) - The previous citation was observed to be corrected in that the children's information was corrected. Discussed regarding ensuring that the parent's work information is completed on the enrollment packets for all children.

## Facility

### 591-1-1-.06 Bathrooms

Met

#### Comment

Bathrooms observed to be clean and well maintained.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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

Met

Correction Deadline: 10/21/2019

Corrected on 10/14/2020

.25(13) - The previous citation was observed to be corrected during the virtual visit in that there were no hazards accessible and cabinets were observed to be locked.

### 591-1-1-.26 Playgrounds(CR)

Met

Correction Deadline: 10/31/2019

Corrected on 10/14/2020

.26(8) - The previous citation was observed to be corrected in that there was observed to be more than three inches of mulch as needed.

## Food Service

### 591-1-1-.15 Food Service & Nutrition

Met

#### Comment

Center menu meets USDA guidelines.

### 591-1-1-.18 Kitchen Operations

Met

#### Comment

Kitchen appears clean and well organized.

## Health and Hygiene

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

### 591-1-1-.17 Hygiene(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Met****Correction Deadline: 10/26/2019****Corrected on 10/14/2020**

.21(1)(p) - The previous citation was observed to be corrected in that the emergency procedures were observed to be posted.

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**591-1-1-.22 Parental Access****Met****Comment**

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

**Correction Deadline: 10/14/2020**

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**Safety**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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**591-1-1-.36 Transportation(CR)****Met****Correction Deadline: 10/31/2019****Corrected on 10/14/2020**

.36(3)(a-b) - The previous citation was observed to be corrected in that a current certificate was observed to be completed.

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**Sleeping & Resting Equipment**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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.

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**Staff Records**

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**Records Reviewed: 11****Records with Missing/Incomplete Components: 1**

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Staff # 1

Met

Date of Hire: 02/17/2020

Staff # 2

Met

Date of Hire: 08/29/2020

**Records Reviewed: 11****Records with Missing/Incomplete Components: 1**

Staff # 3 Date of Hire: 07/31/2019	Met
Staff # 4 Date of Hire: 07/31/2019	Met
Staff # 5 Date of Hire: 02/25/2013	Met
Staff # 6 Date of Hire: 02/20/2020 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 7 Date of Hire: 09/29/2020	Met
Staff # 8 Date of Hire: 01/15/2015	Met
Staff # 9 Date of Hire: 05/18/2009	Met
Staff # 10	Met
Staff # 11 Date of Hire: 06/05/2020	Met

**Staff Credentials Reviewed: 2**


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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete.

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

**Comment**

Director provided five files for employees hired since last visit.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Evidence observed the director and one center staff certified in First Aid and CPR. Discussed regarding ensuring to obtain the CPR and First Aid for all staff immediately.

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

**Correction Deadline: 10/21/2019**

Corrected on 10/14/2020

.33(1) - The previous citation was observed to be corrected in that the orientation forms were completed.

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

Not Met

**Comment**

591-1-1-.31(13) - Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on September 30, 2020.

**Correction Deadline: 10/14/2020**

**Correction Deadline: 12/31/2019**

Corrected on 10/14/2020

.31(2)(a) - The previous citation was observed to be corrected in that the lead teachers are newly hired. Discussed ensuring that a professional development plan is kept on file for all newly hired lead teachers who do not have the required credential but will be working towards enrolling to obtain an education credential.

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that staff #6 did not have current evidence of education credential on file nor a professional development plan.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. Discussed with the provider regarding ensuring that a professional development plan is completed with newly hired staff who are working on obtaining a credential.

**Correction Deadline: 1/14/2021**

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<b>Staffing and Supervision</b>
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591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.