



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: 5/15/2019 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 1:55 PM

CCLC-29135

Crossroads Christian Academy

4805 Tilly Mill Road Dunwoody, GA 30360 DeKalb County
 (770) 457-8963 jamie.moore@crossroadsdunwoody.org

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

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chrische.walker@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
05/15/2019	Licensing Study	Good Standing	
12/06/2018	Monitoring Visit	Good Standing	
06/04/2018	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	1L	Three Year Olds	2	12	C	18	C	NA	NA	Centers
Main	1R	Three Year Olds and Four Year Olds	3	14	C	18	C	NA	NA	Centers
Main	2L	One Year Olds and Two Year Olds	1	7	C	8	C	NA	NA	Music
Main	2R	One Year Olds and Two Year Olds	2	8	C	9	C	NA	NA	Music
Main	3L	Infants and One Year Olds	4	10	C	17	C	NA	NA	Transitioning, Feeding, Nap, Diapering
Main	3R	One Year Olds	1	4	C	7	C	NA	NA	Nap, Diapering
Main	Prek left side		0	0	C	6	C	NA	NA	Not In Use
Main	PreK right side	Four Year Olds and Five Year Olds	2	12	C	18	C	NA	NA	Music
Main	Three Year Olds RM:211		0	0	C	17	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 118			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 67			Total Capacity @35 sq. ft.: 118							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler	5	C
Main	Main	37	C

Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up from the previous visit on December 6, 2018. The consultant left an Emergency Drill and a Consumer Product Safety Posted Notice Resource on this date.

Plan of Improvement: Developed This Date 05/15/2019

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/RuleAndRegulations.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

Jamie Moore, Program Official

Date

Chrische Walker, Consultant

Date



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Findings Report

Date: 5/15/2019 **VisitType:** Licensing Study

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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

591-1-1-.03(2) - Please ensure that lesson plans are current in the Pre-K Classroom.

Correction Deadline: 5/15/2019

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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

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

591-1-1-.08(1) - Please ensure that the physician's name and number are complete on the children's enrollment forms.

Correction Deadline: 5/15/2019

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Please secure cleaning tools out of reach of children in Room 2R.

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**

Please be mindful to keep items that pose a hazard inaccessible to the children surrounding the changing table in Room 2L.

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

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute near the purple slides and near the swing sets.

Food Service

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

Great job ensuring that infant feeding forms are updated regularly.

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decalfga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Kitchen appears clean and well organized. The program utilizes a catering service and the children have an option of bringing their own lunches from home.

Health and Hygiene

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

Proper diapering procedures observed in Room 3L and in 3R.

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

Staff stated proper knowledge of hand washing procedures.

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

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures	Met
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Comment

Program observed complete fire drills and tornado drills. Please remember to conduct lock down drills.

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

Please make sure that all required signs are posted and up to date. The consultant left the Consumer Product Safety Poster on this date.

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

Discussed reporting requirements.

Safety

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

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	N/A
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Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	Technical Assistance
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Technical Assistance

591-1-1-.30(1)(a)3 - The consultant discussed with the director on making sure the crib sheets are tight-fitted before the children are present in the cribs in Room 3L.

Correction Deadline: 5/15/2019

Technical Assistance

591-1-1-.30(2) - Please ensure that objects are not attached to the crib before sleeping infants are present.

Correction Deadline: 5/15/2019

Technical Assistance

591-1-1-.30(4) - The consultant observed a great method of storing the children's mats, sheets, and blankets in classrooms. Please be mindful of the children's sheets that may potentially touch in Room 2L and in Room 2R.

Correction Deadline: 5/15/2019

Staff Records

Records Reviewed: 23

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Date of Hire: 08/16/2018	
Staff # 2	Met
Date of Hire: 05/03/2019	
Staff # 3	Met
Date of Hire: 04/05/2016	
Staff # 4	Not Met
Date of Hire: 01/24/2018	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 5	Met
Date of Hire: 04/23/2019	
Staff # 6	Met
Date of Hire: 03/04/2019	
Staff # 7	Met
Date of Hire: 01/29/2018	
Staff # 8	Met
Date of Hire: 02/26/2018	
Staff # 9	Met
Date of Hire: 08/12/2013	
Staff # 10	Met
Date of Hire: 10/31/2018	
Staff # 11	Met
Date of Hire: 08/25/2018	

Records Reviewed: 23**Records with Missing/Incomplete Components: 1**

Staff # 12	Met
Date of Hire: 08/12/2013	
Staff # 13	Met
Date of Hire: 08/27/2018	
Staff # 14	Met
Date of Hire: 07/25/2018	
Staff # 15	Met
Date of Hire: 03/04/2019	
Staff # 16	Met
Date of Hire: 07/07/2015	
Staff # 17	Met
Date of Hire: 03/18/2019	
Staff # 18	Met
Date of Hire: 05/01/2017	
Staff # 19	Met
Date of Hire: 08/12/2013	
Staff # 20	Met
Date of Hire: 02/28/2015	
Staff # 21	Met
Date of Hire: 06/02/2014	
Staff # 22	Met
Date of Hire: 07/25/2018	
Staff # 23	Met
Date of Hire: 05/06/2019	

Staff Credentials Reviewed: 23

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

Criminal record checks were observed to be complete. The director provided two new files since last visit.

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

Complete first aid kit observed in center.

Comment

Please be mindful of training expiration dates.

591-1-1-.33 Staff Training**Not Met****Comment**

Documentation observed to be very well organized.

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that one staff hired on January 24, 2018 did not complete ten required training hours within the first year of employment. The staff completed six of the ten hours.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2019

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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. The consultant discussed supervision for outdoor play.