



**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:** 10/15/2020 **VisitType:** LS POI Follow Up

**Arrival:** 2:45 PM

**Departure:** 4:30 PM

**CCLC-29155**

**Legacy Academy Suwanee Dam**

5558 Suwanee Dam Rd. Suwanee, GA 30024 Gwinnett County  
 (678) 546-7255 lasuwanedam@legacyacademy.com

**Regional Consultant**

Mandi Sloan

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**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
10/15/2020	LS POI Follow Up	Good Standing
02/18/2020	Licensing Study	Good Standing
09/19/2019	Complaint Closure	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-1L-6wks-12 mnths	Infants and One Year Olds	1	4	C	15	C	NA	NA	Free Play
Main	B-2L-12-18mnths		0	0	C	15	C	NA	NA	Not In Use
Main	C-3L-18-24 mnthshs	One Year Olds	1	7	C	20	C	NA	NA	Free Play
Main	D-middle Left		0	0	C	25	C	NA	NA	Not In Use
Main	E-3yrs-Middle		0	0	C	25	C	NA	NA	Not In Use
Main	F-3yrs-Middle Right		0	0	C	25	C	NA	NA	Not In Use
Main	G-2R-4 yrs	PreK	2	14	C	35	C	NA	NA	Circle Time
Main	H-1R	PreK	1	9	C	35	C	NA	NA	Outside
Main	I-4L-24-35 mnths	Two Year Olds	1	6	C	25	C	NA	NA	Outside, Transitioning
<b>Total Capacity @35 sq. ft.: 220</b>						<b>Total Capacity @25 sq. ft.: 0</b>				
<b>Total # Children this Date: 40</b>			<b>Total Capacity @35 sq. ft.: 220</b>			<b>Total Capacity @25 sq. ft.: 0</b>				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-6wks-2 yrs	26	C
Main	B-5-12 yrs	74	C
Main	C-3-4 yrs	97	C

**Comments**

An Administrative Review was conducted on October 15, 2020. Staff files, children's files, training and background checks were all reviewed. A virtual inspection was conducted on October 21, 2020 with the Director. An in-person visit was not conducted due to the COVID 19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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](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.

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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Mary Turner, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

**Date:** 10/15/2020 **VisitType:** LS POI Follow Up **Arrival:** 2:45 PM **Departure:** 4:30 PM

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The following information is associated with a LS POI Follow Up:

### Activities and Equipment

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

**Met**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

**Met**

**Comment**

Center does not provide swimming activities.

### 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. The physical plant appeared to be clean and in good repair upon virtual walk through.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground appeared to be clean and in good repair upon virtual walk through.

### Food Service

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appeared to be clean and well organized. Meal service was stated to take place in classrooms rather than in a congregated or communal setting.

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**Health and Hygiene**

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

Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date.

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

Hand washing requirements for children and staff were discussed with the Director/Provider on this date.

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

The Provider currently does not dispense/administer medication.

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**Safety**

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

Center does not keep animals on premises.

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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 Provider on this date.

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

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

**Defer**

591-1-1-.36(4)(b)- The previous citation was deferred on this date as the vehicle was unable to be observed during the virtual visit. This citation will be reviewed upon the program's next regulatory visit.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 2/19/2020**

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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. Sleeping and Resting was not directly observed during the virtual walk through. Regulations regarding proper sleeping and resting were discussed with the Provider on this date.

<b>Staff Records</b>
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**Records Reviewed: 21****Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 08/11/2017	
Staff # 2	Met
Date of Hire: 08/03/2009	
Staff # 3	Met
Date of Hire: 11/30/2016	
Staff # 4	Met
Date of Hire: 03/02/2020	
Staff # 5	Met
Date of Hire: 09/30/2019	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 08/28/2020	
Staff # 8	Met
Date of Hire: 07/11/2019	
Staff # 9	Met
Date of Hire: 09/15/2020	
Staff # 10	Met
Date of Hire: 10/08/2020	
Staff # 11	Met
Date of Hire: 09/23/2020	
Staff # 12	Not Met
Date of Hire: 08/03/2009	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	
Staff # 13	Met

**Records Reviewed: 21****Records with Missing/Incomplete Components: 1**

Date of Hire: 08/03/2009

Staff # 14 Met

Date of Hire: 04/19/2019

Staff # 15 Met

Date of Hire: 07/22/2019

Staff # 16 Met

Date of Hire: 06/08/2020

Staff # 17 Met

Date of Hire: 09/10/2012

Staff # 18 Met

Date of Hire: 11/25/2019

Staff # 19 Met

Date of Hire: 08/19/2020

Staff # 20 Met

Date of Hire: 08/20/2019

Staff # 21 Met

Date of Hire: 03/02/2020

**Staff Credentials Reviewed: 8****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****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 records during the program's administrative review that staff person # 12 with a documented date of hire of August 3, 2009 was not electronically ported in DECAL KOALA. A one-day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will 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 ensure CRC rules are maintained.

Correction Deadline: 10/15/2020

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

Correction Deadline: 3/3/2020

Corrected on 10/15/2020

.14(1) - The previous citation was corrected on this date as CPR and First Aid records for all staff who are beyond their 90 days of employment were observed to be complete.

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

**Comment**

591-1-1-.31(13) - Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15 , 2020.

Correction Deadline: 10/15/2020

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Adequate supervision observed on this date.