



**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:** 11/7/2018 **VisitType:** Licensing Study **Arrival:** 11:10 AM **Departure:** 4:45 PM

**CCLC-3005**

**Cornerstone Schools**

4888 Browns Bridge Rd. Cumming, GA 30041 Forsyth County  
 (770) 205-6860 sharon.evans@cornerstonesch.com

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167

Fax: (678) 891-5630

neli.todorova@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
11/07/2018	Licensing Study	Good Standing	
03/01/2018	Monitoring Visit	Good Standing	
09/19/2017	Licensing Study	Good Standing	
			<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.

**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	One Year Olds	2	11	C	19	C	NA	NA	Lunch
Main	B	Infants	1	4	C	19	C	NA	NA	Feeding,Nap
Main	C	Two Year Olds	2	13	C	26	C	NA	NA	Nap
Main	Computer/cafe		0	0	C	28	C	NA	NA	
Main	D	Three Year Olds	1	9	C	27	C	NA	NA	Lunch
Main	E	Four Year Olds	1	9	C	28	C	NA	NA	Circle Time
Main	F		0	0	C	24	C	NA	NA	
Main	G		0	0	C	21	C	NA	NA	
Main	H	Five Year Olds	1	13	C	28	C	NA	NA	Circle Time
Main	Indoor play area		0	0	C	32	C	NA	NA	
Total Capacity @35 sq. ft.: 252			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 252							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A/toddler	23	C
Main	Playground B	24	C
Main	Playground C	46	C
Main	Playground D	56	C
Main	Playground E	61	C
Main	Playground F/ Infant	7	C

## Comments

The purpose of this visit is to follow up on visit from March 1, 2018 and to conduct a Licensing study.

Plan of Improvement: Developed This Date 11/07/2018

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Sharon Evans, Program Official

Date

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Neli Todorova, Consultant

Date



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### Findings Report

**Date:** 11/7/2018 **VisitType:** Licensing Study

**Arrival:** 11:10 AM

**Departure:** 4:45 PM

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.12 Equipment & Toys(CR)****Technical Assistance****Technical Assistance**

591-1-1-.12(4) - Consultant discussed with the Director to ensure that the computer monitors in the Computer/Cafe room and in classrooms F and G are secured with a safety strap or velcro at the bottom and cannot be pulled or pushed over.

**Correction Deadline: 11/7/2018**

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

Swimming activities provided off site.

**Technical Assistance**

The owner stated that during the summer the children are taking walking field trips to the school pool (located by the center). Current Pool inspection observed and current qualifications for the lifeguard observed. Consultant discussed with the provider to ensure that field trip forms are completed and kept on file. Additionally, consultant discussed using the Swim Test form (printed and given to the provider on this dates).

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on consultant's observation that the exhaust vents in the bathrooms in classrooms F, G and C were not operating as in they were not pulling the air in.

**POI (Plan of Improvement)**

The director will make sure that all exhaust vents work as required and will monitor ongoing.

**Correction Deadline: 12/7/2018**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Technical Assistance**

**Comment**

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

**Technical Assistance**

591-1-1-.25(8) - Discussed with the Director to ensure that outlets are covered at all times.

**Correction Deadline: 11/7/2018**

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

**Technical Assistance**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

591-1-1-.26(8) - Consultant discussed with the provider that the resilient surface under the swings needs to be at least six feet around at six inches of depth. The mats currently used under the swings on the playgrounds for the two and three year olds do not cover six feet around the equipment. Additionally, consultant discussed that the gazebo structure pole is placed within the six feet fall zone radius around the slide on the School Age playground and needs to be removed

**Correction Deadline: 11/17/2018**

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**Food Service**

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

**Technical Assistance**

**Technical Assistance**

Discussed having a two-compartment sink in the kitchen. Currently there is only a one-compartment sink.

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**Health and Hygiene**

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

**Not Met**

**Comment**

Staff state proper knowledge of diapering procedures.

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on consultant's observation that the mats used on the diapering tables in classrooms A and B had tears in them and were not nonporous.

**POI (Plan of Improvement)**

The Center will remove the pads and ensure that there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 11/7/2018**

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

**Met**

**Comment**

Staff were observed to remind children to wash hands.

**Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on review of records that medication was dispensed to a child without the dates to be given and adverse reaction documented on the form.

**POI (Plan of Improvement)**

The center will start using the State Medication Form (provided by the Consultant on this date). The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

**Correction Deadline: 11/7/2018**

<b>Safety</b>
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## 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)

Technical Assistance

**Technical Assistance**

Discussed with the director to document the walking trips to the swimming pool on the state approved form. Documentation of other field trips observed to be complete.

## 591-1-1-.36 Transportation(CR)

Met

**Comment**

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

**Comment**

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

<b>Sleeping &amp; Resting Equipment</b>
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## 591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

<b>Staff Records</b>
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<b>Records Reviewed: 14</b>	<b>Records with Missing/Incomplete Components: 0</b>
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Staff # 1

Met

Date of Hire: 02/05/2007

Staff # 2

Met

Date of Hire: 05/08/2006

Staff # 3

Met

Date of Hire: 01/01/2000

**Records Reviewed: 14****Records with Missing/Incomplete Components: 0**

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Staff # 4	Met
Date of Hire: 10/23/2018	
Staff # 5	Met
Date of Hire: 03/20/2000	
Staff # 6	Met
Date of Hire: 09/08/2016	
Staff # 7	Met
Date of Hire: 06/13/2005	
Staff # 8	Met
Date of Hire: 08/20/2001	
Staff # 9	Met
Date of Hire: 09/26/2018	
Staff # 10	Met
Date of Hire: 10/04/2011	
Staff # 11	Met
Date of Hire: 04/17/2018	
Staff # 12	Met
Date of Hire: 08/22/2002	
Staff # 13	Met
Date of Hire: 02/02/2015	
Staff # 14	Met
Date of Hire: 03/21/2011	

**Staff Credentials Reviewed: 14**

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

Satisfactory Comprehensive Criminal record checks were observed to be complete for 14 staff.

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<b>591-1-1-.14 First Aid &amp; CPR</b>	<b>Met</b>
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**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**Correction Deadline: 3/31/2018**

Corrected on 11/7/2018

.14(2) - Previous citation corrected on this date as consultant observed evidence of current CPR/first Aid training for staff on file.

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

**Met**

**Comment**

Discussed: Health and Safety Training and First Aid/CPR are required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<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)**

**Technical Assistance**

**Technical Assistance**

Discussed with the owner that due to the shape of the Infant classroom, two staff need to be present when children are taking naps. Additionally, due to the shape of the Playground and having play structure and trees that obstruct supervision, consultant discussed having at least two staff present outside on the four-year-old playground at all times.