



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: 2/28/2018 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 1:35 PM

CCLC-3047

Children's School, The

345 Tenth Street NE Atlanta, GA 30309 Fulton County
 (404) 873-6985 melissas@tcsatl.org

Regional Consultant

Margarita Collier

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Mailing Address

345 10th Street NE
 Atlanta, GA 30309

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.
02/28/2018	Licensing Study	Good Standing	
11/16/2017	Complaint Investigation Follow Up	Good Standing	
11/16/2017	Complaint Closure	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
Building D	Upstairs Pre-K	Five Year Olds and Six Year Olds and Over	2	15	C	25	C	NA	NA	Transitioning, Lunch, Nap
Total Capacity @35 sq. ft.: 25			Total Capacity @25 sq. ft.: 0							
Building G	Room Upstairs 1st Right	Four Year Olds and Five Year Olds	2	16	C	27	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 27			Total Capacity @25 sq. ft.: 0							
Main	Building F - 1st Left	Three Year Olds and Four Year Olds	2	12	C	18	C	NA	NA	Transitioning, Outside, Lunch
Main	Building F - 2nd Left	Three Year Olds and Four Year Olds	2	13	C	19	C	NA	NA	Circle Time, Lunch, Transitioning
Total Capacity @35 sq. ft.: 37			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 56			Total Capacity @35 sq. ft.: 89			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Concrete Space	30	C
Main	Middle (Near Bldg B)	36	C
Main	Soccer Field	64	C

Main	Upper Playground Near Libra	107	C
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Comments

The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on November 16, 2017.

Consultant reviewed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check due date - October 1, 2018.

Plan of Improvement: Developed This Date 02/28/2018

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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.

- 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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Melissa Scott, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

Date: 2/28/2018 **VisitType:** Licensing Study

Arrival: 10:15 AM

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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 variety of equipment and toys were observed throughout the center.

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

Met

Comment

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

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

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 the ventilation in the restrooms located in Building F-1st Left and Building F-2nd Left were inoperable on this date.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 3/30/2018

591-1-1-.19 License Capacity(CR)
Technical Assistance
Technical Assistance

Consultant discussed the addition of a new building to the center's licensed capacity on this date. Please ensure to submit the following documents upon completion of the new building:

- Amendment Application
- Site Plan
- Floor Plan
- Fire Marshall Inspection Report
- Certificate of Occupancy
- Zoning Certificate (if applicable)
- Playground Supervision Plan

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

Center appears clean and well maintained.

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

Consultant observed the center's playground areas during inclement weather on this date. Please ensure to monitor the playground areas for standing water, ant mounds, loose and/or weak tree branches, and chipped paint throughout the playground equipment.

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition
Technical Assistance
Technical Assistance

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

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack milk, meat/meat alternative, vegetables, fruit, and/or grain

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website:

DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacfp/handbooks>

Health and Hygiene

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

Met

Comment

There were no diapered children requiring services enrolled on this date.

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

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

Per director the center does not administer any medications at this time.

Policies and Procedures

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on consultant's review of the center's emergency drills the center did not complete a fire drill for January 2017, October 2017, and November 2017

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 3/5/2018

591-1-1-.27 Posted Notices

Technical Assistance

Technical Assistance

Please make sure that all required signs are posted and up to date.

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Technical Assistance****Comment**

Center does not provide routine transportation.

Technical Assistance

Please be mindful of the expiration dates of the center's vehicle inspection reports.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Technical Assistance**

Please ensure that mats are labeled for individual use and are stored separately.

Finding

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on consultant's observation two blue mats were torn with exposed foam in Building D-Upstairs Pre-K.

POI (Plan of Improvement)

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

Correction Deadline: 2/28/2018**Staff Records****Records Reviewed: 23****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/13/2007	
Staff # 2	Met
Date of Hire: 08/14/2000	
Staff # 3	Met
Date of Hire: 08/03/2015	
Staff # 4	Met
Date of Hire: 08/17/2017	
Staff # 5	Met
Date of Hire: 08/15/2012	
Staff # 6	Met
Date of Hire: 08/03/2015	
Staff # 7	Met

Date of Hire: 02/01/2006

Staff # 8 Met

Date of Hire: 08/16/2016

Staff # 9 Met

Date of Hire: 08/01/2016

Staff # 10 Met

Date of Hire: 09/01/2003

Staff # 11 Met

Date of Hire: 08/15/2005

Staff # 12 Met

Date of Hire: 08/26/2015

Staff # 13 Met

Date of Hire: 08/01/2012

Staff # 14 Met

Date of Hire: 07/01/2017

Staff # 15 Met

Date of Hire: 02/09/2015

Staff # 16 Met

Date of Hire: 08/14/2000

Staff # 17 Met

Date of Hire: 08/01/2013

Staff # 18 Met

Date of Hire: 08/15/1999

Staff # 19 Met

Date of Hire: 10/01/1995

Staff # 20 Met

Date of Hire: 08/23/2012

Staff # 21 Met

Date of Hire: 08/12/2013

Staff # 22 Met

Date of Hire: 08/01/2016

Staff # 23

Met

Date of Hire: 07/01/2016

Staff Credentials Reviewed: 23**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit was conducted on November 16, 2017.

Comment

Consultant reviewed 23 staff files on this date. Consultant observed 23 of 23 staff members to have evidence of a satisfactory determination letter on file.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.

- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

Correction Deadline: 3/29/2017

Corrected on 2/28/2018

The previous citation was observed to be corrected on this date. Consultant observed all required supervisory and caregiver staff members to have completed the required 10 hours of annual training for the year 2017.

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

Consultant observed all staff members to comply with all laws and regulations on this date.

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**

Staff observed to provide direct supervision and be attentive to children's needs.