



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: 8/24/2017 **VisitType:** Monitoring Visit

Arrival: 8:50 AM

Departure: 3:10 PM

CCLC-3047

Children's School, The

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

Mailing Address

345 10th Street NE
 Atlanta, GA 30309

Regional Consultant

Chrische Walker

Phone: (770) 359-5166

Fax: (678) 891-5618

chrische.walker@decal.ga.gov

Joint with: Margarita Collier

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.
08/24/2017	Monitoring Visit	Good Standing	
02/27/2017	Licensing Study	Good Standing	
08/26/2016	Monitoring Visit	Good Standing	
			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
Building D	Upstairs Pre-K	Four Year Olds and Five Year Olds	2	14	C	25	C	NA	NA	Transitioning
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	15	C	27	C	NA	NA	Outside, Transitioning
Total Capacity @35 sq. ft.: 27			Total Capacity @25 sq. ft.: 0							
Main	Building F - 1st Left	Two Year Olds and Three Year Olds and Four Year Olds	2	12	C	18	C	NA	NA	Centers
Main	Building F - 2nd Left	Two Year Olds and Three Year Olds	2	13	C	19	C	NA	NA	Transitioning, Circle Time
Total Capacity @35 sq. ft.: 37			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 54			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 visit was to conduct a Monitoring Visit and follow-up from previous visit on February 27, 2017.

Plan of Improvement: Developed This Date 08/24/2017

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.



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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)



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Findings Report

Date: 8/24/2017 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

Observed-Variety Throughout Center. Very well organized classrooms with a variety of activities.

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Please ensure all hazardous items are inaccessible to children at all times.

Correction Deadline: 8/24/2017

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

Not Met

Technical Assistance

591-1-1-.26(4) - Please ensure all bottom fencing are enclosed and detached to the ground. Also, please watch for moving wooden fence behind Building I.

Correction Deadline: 8/24/2017

Comment

591-1-1-.26(6) - Please ensure to monitor playground behind Main Building B with playground structure with red pole.

Correction Deadline: 9/3/2017

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined, based on consultant's observations the following to be a potential hazard for children:

- loose green hose near yellow slide behind Building I
- loose green hose on the side of Building G
- three active ant beds between Building D and Main Building B (side of Building D around "Sand Box")
- wasp nest under roof of Main Building B

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 8/24/2017

Health and Hygiene

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

Met

Comment

There are no diaper children requiring services enrolled in the program on this date.

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

Met

Comment

Observed-Proper Hand Washing Throughout Classrooms. Consultant observed children wash hands before morning snack in Building F-2nd left classroom. Consultant also observed children wash hands after morning snack in Room Upstairs- first right classroom.

Comment

Reminder - Please ensure paper towels are available for children at all times.

Correction Deadline: 8/24/2017

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

Met

Comment

Per Director, no medication administered at this time. Director mentioned medication may be kept in classrooms. Consultant observed no medication in classrooms.

Policies and Procedures

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

Met

Correction Deadline: 8/24/2017

Corrected on 8/24/2017

.21(3) - The previous citation was observed to be corrected. Consultant observed documentation of fire drills for August 23, 2017, May 12, 2017, April 20, 2017, March 28, 2017, February 23, 2017, and January 26, 2017.

Safety

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

Met

Comment

Observed-Positive Learning Environment. Staff stated proper knowledge of discipline techniques, including redirection.

Comment

Observed-Complete Documentation of Annual Vehicle Safety inspection for Vehicle Tag Numbers DQM739, BIX3019, and AHJ1376. Vehicles were not on site due to beginning of construction. Consultant discussed with Director to ensure vehicles are on site to inspect interior of vehicle at next visit.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined, based on consultant's review of records that Director did not have evidence of two hour transportation training.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 9/3/2017

Correction Deadline: 3/9/2017

Corrected on 8/24/2017

.36(3)(a-c) - The previous citation was corrected on this date. Consultant observed bus driver to have evidence of required transportation training on file on this date.

Technical Assistance

591-1-1-.36(6) - Please remember to make sure parents are documented as parents or chaperones on field trip forms in a detailed matter.

Correction Deadline: 8/24/2017

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined, based on review of records that children were not documented with a different mark or symbol to account for each child on the passenger transportation checklist who was not present on the vehicle for any reason on Field Trip Form to the High Museum on April 20, 2017.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child is not present on vehicle and gets on and off the vehicle.

Correction Deadline: 8/25/2017

Correction Deadline: 2/28/2017

Corrected on 8/24/2017

.36(7)(d) - The previous citation was observed to be corrected on this date.

Sleeping & Resting Equipment**Comment**

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 22

Records with Missing/Incomplete Components: 3

Staff # 1 Date of Hire: 08/13/2007	Met
Staff # 2 Date of Hire: 08/11/2008	Met
Staff # 3 Date of Hire: 08/03/2015	Met
Staff # 4 Date of Hire: 08/17/2017 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 5 Date of Hire: 08/15/2012	Met
Staff # 6 Date of Hire: 08/03/2015	Met
Staff # 7 Date of Hire: 02/01/2006	Met
Staff # 8 Date of Hire: 08/16/2016	Met
Staff # 9 Date of Hire: 08/01/2016	Met
Staff # 10 Date of Hire: 09/01/2003	Met
Staff # 11 Date of Hire: 08/15/2005	Met
Staff # 12 Date of Hire: 08/26/2015 <u>"Missing/Incomplete Components"</u> .36(3)(a-c)-2 hrs. Transportation Training missing	Not Met
Staff # 13 Date of Hire: 08/01/2012	Met

Records Reviewed: 22**Records with Missing/Incomplete Components: 3**

Staff # 14 Date of Hire: 02/09/2015	Met
Staff # 15 Date of Hire: 08/14/2000 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 16 Date of Hire: 08/01/2013	Met
Staff # 17 Date of Hire: 08/15/1999	Met
Staff # 18 Date of Hire: 10/01/1995	Met
Staff # 19 Date of Hire: 08/23/2012	Met
Staff # 20 Date of Hire: 08/12/2013	Met
Staff # 21 Date of Hire: 08/01/2016	Met
Staff # 22 Date of Hire: 07/01/2016	Met

Staff Credentials Reviewed: 22

591-1-1-.09 Criminal Records Check(CR)**Not Met****Correction Deadline: 2/27/2017****Corrected on 8/24/2017****.09(1)(d) - The previous citation has been corrected on this date. Consultant observed all staff to have completed satisfactory determination letter.****Correction Deadline: 2/27/2017****Corrected on 8/24/2017****.09(1)(e) - The previous citation has been corrected on this date. Consultant observed completed satisfactory determination letters for staff.**

Finding

591-1-1-.09(j) requires that if the Center accepts a satisfactory determination letter issued by the Department for a Student-in-Training with a Records Check Clearance Date on or after January 1, 2016 as evidence of that individual's Satisfactory criminal records check determination, the Records Check Clearance Date must be within the preceding 24 months from the hire date the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined, based on Consultant's observation that one staff member had an expired portability satisfactory determination, in which it expired on July 26, 2017. A one-day letter was left for Director.

POI (Plan of Improvement)

The Center will ensure that each Student-in-Training has a satisfactory determination issued by the department with a clearance date on or after January 1, 2016 and within 24 months of the hire date. The Center will maintain evidence on file of current enrollment in a recognized educational program for each Student-in-Training.

Correction Deadline: 8/24/2017

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Observed-50% Certified First Aid & CPR

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined, based on consultant's review of records that bus driver did not have evidence of First Aid and CPR on this date.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 9/22/2017

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

591-1-1-.33(5)- Consultant will review previous 2017 training for next 2018 visit.

POI (Plan of Improvement)

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed for the year 2017.

Correction Deadline: 3/29/2017

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

591-1-1-.31(4)(b)2. - Reminder - Please remember to make sure documentation of orientation are readily available for consultants for review.

Correction Deadline: 8/24/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

Observed-Appropriate Staff:Child Ratios

Comment

Discussed-Combining Mixed Ages with Director for classroom in Building F-1st left.

Comment

Observed-Adequate Supervision for all classrooms in Program. Consultant did observe a watchful oversight of second grade children on playground between Main Office Building B and Building D. The children were in an Exempt Program.