



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: 12/12/2019 **VisitType:** Licensing Study

Arrival: 10:55 AM

Departure: 7:00 PM

CCLC-31978

Grayson Academy

1045 Cooper Rd. Grayson, GA 30017 Gwinnett County
 (678) 344-9991 twatson@graysonacademy.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

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.
12/12/2019	Licensing Study	Good Standing	
05/07/2019	Monitoring Visit	Good Standing	
11/05/2018	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
Main	1L	Infants	2	11	C	14	C	NA	NA	Nap,Free Play
Main	2L	One Year Olds	2	10	C	17	C	NA	NA	Nap,Lunch
Main	3L	Two Year Olds	2	12	C	20	C	NA	NA	Lunch
Main	3R	Three Year Olds	2	6	C	21	C	NA	NA	Transitioning,Na p
Main	4 L	Three Year Olds	2	15	C	23	C	NA	NA	Lunch
Main	Center Back Left		0	0	C	15	C	NA	NA	
Main	F Right Front		0	0	C	15	C	22	C	
Main	Front Left		0	0	C	31	C	NA	NA	
Main	H 2R	PreK	2	22	C	19	NC	NA	NA	Lunch,Transitioni ng
Main	I 1R	Four Year Olds and Five Year Olds	2	13	C	19	C	NA	NA	Lunch,Transitioni ng
Total Capacity @35 sq. ft.:						194	Total Capacity @25 sq. ft.:		201	
Total # Children this Date: 89			Total Capacity @35 sq. ft.:			194	Total Capacity @25 sq. ft.:			201

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	80	C
Main	B	83	C

Comments

Please review the rules and regulations for updates.

Plan of Improvement: Developed This Date 12/12/2019

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/Regulations.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

Tashida Watson, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 12/12/2019 **VisitType:** Licensing Study

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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: 6

Records with Missing/Incomplete Components: 4

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 5	Met

Child # 6

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that children's file #1, #2, #4 and #6 were missing evidence of their parent's work address.

POI (Plan of Improvement)

Center staff will talk to parent about completing work address and other information on children's application.

Correction Deadline: 12/13/2019

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)

Not Met

Comment

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

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following classrooms were observed to have hazards accessible:

2L: Wipes package which read keep out of reach of children was observed in a child's bag and accessible in the cubby area.

4L: Wipes package which read keep out of reach of children was observed in a child's bag and accessible in the cubby area.

H2R: Plastic bags with children's clothing which read keep out of reach of children were observed in a child's bag in the cubby area and accessible to the children. Also, a tape dispenser was sitting on a shelf and accessible to the children.

3R: A plastic bag with children's clothing which read keep out of reach of children was observed in a child's bag in the cubby area and accessible to the children.

I 1R: A tube of Eczema lotion was observed in a child's bag which read keep out of reach of children in the cubby area and was accessible. Also, an empty plastic bag was found in a child's bag in the cubby area.

POI (Plan of Improvement)

The Center will go over the rules and regulations with staff and parents and ensure that staff is double checking the children's bags and will send out a do's and don't list as a reminder to parents.

Correction Deadline: 12/12/2019

591-1-1-.26 Playgrounds(CR)**Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

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 observation that the bottom of the fence on the left side near the gate, the pole at the bottom was detached on the right playground. The area which encloses the AC units were observed to not be locked and accessible.

POI (Plan of Improvement)

The Center will look into repairing the detached pole and a lock was replaced during the visit. The center will talk to the lawn staff about replacing the lock and have the teachers to check the gate to ensure that it is locked.

Correction Deadline: 12/12/2019

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Safety

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR)**Not Met****Technical Assistance**

591-1-1-.36(6) - Please ensure that the times are recorded on the transportation agreement to the schools children are being dropped off and picked up at.

Correction Deadline: 12/13/2019**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 a review of records that during the week of December 2, 2019, the driver did not record when one child exited the vehicle from Grayson Elementary School.

POI (Plan of Improvement)

The driver will check the children when they exit the bus and the manager will do a final check to make sure all everyone is checked on and off.

Correction Deadline: 12/13/2019

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30(1)(a)2 - Please be sure to check crib mats for tears and utilize tape temporarily until the mats can be replaced.

Correction Deadline: 12/12/2019

Staff Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/24/2010	
Staff # 2	Met
Date of Hire: 07/29/2019	
Staff # 3	Met
Date of Hire: 08/06/2015	
Staff # 4	Met
Date of Hire: 08/05/2014	
Staff # 5	Met
Date of Hire: 04/21/2014	
Staff # 6	Met
Date of Hire: 08/15/2018	
Staff # 7	Met
Date of Hire: 01/25/2012	
Staff # 8	Met
Date of Hire: 03/11/2016	
Staff # 9	Met
Date of Hire: 06/22/2011	
Staff # 10	Met
Date of Hire: 08/18/2015	
Staff # 11	Met
Date of Hire: 05/20/2018	

Staff # 12 Met
 Date of Hire: 04/24/2018

Staff # 13 Met
 Date of Hire: 01/15/2011

Staff Credentials Reviewed: 12

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided eight files for employees hired since last visit.

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

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records staff #15 and #16 were observed to have completed the Health and Safety Orientation Training outside of the first 90 days of employment. The certificates were both dated November 26, 2019.

POI (Plan of Improvement)

The Center will have staff complete the Health and Safety Orientation Training prior to beginning employment.

Correction Deadline: 1/11/2020

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

Comment

Staff observed to be compliant with applicable laws and regulations.

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.