



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: 4/18/2018 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 2:15 PM

CCLC-31978

Grayson Academy

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

Regional Consultant

Dianne Clarke

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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. |
|------------------------------------|-------------------|---------------|--|
| 04/18/2018 | Monitoring Visit | Good Standing | |
| 12/13/2017 | Licensing Study | Good Standing | |
| 07/17/2017 | 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 |
|----------|------------------|-----------------------------------|-------|----------|------|------------|--------------|------------|--------------|------------------------|
| Main | 1L | Infants | 2 | 6 | C | 14 | C | NA | NA | Free Play |
| Main | 2L | One Year Olds | 2 | 10 | C | 17 | C | NA | NA | Transitioning, Outside |
| Main | 3L | Two Year Olds | 2 | 9 | C | 20 | C | NA | NA | Outside |
| Main | 3R | PreK | 2 | 18 | C | 21 | C | NA | NA | Centers |
| Main | 4 L | Two Year Olds and Three Year Olds | 2 | 16 | C | 23 | C | NA | NA | Centers |
| 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 | Centers |
| Main | I 1R | PreK | 2 | 16 | C | 19 | C | NA | NA | Transitioning |

Total Capacity @35 sq. ft.: 194

Total Capacity @25 sq. ft.: 201

Total # Children this Date: 97

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

Discussed regarding ensuring that the comprehensive background check are completed and kept on file for all staff including the owner by October 1, 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

Tashida Watson, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 4/18/2018 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 2:15 PM

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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

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.

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 hazards were present in the following classrooms:

Center Back left: A plunger was observed in the bathroom. Also, in an unlocked drawer, there were plastic trash bags accessible and a stapler on a low shelf towards the back of the classroom.

I 1R: In an unlocked drawer under the sink there were plastic bags accessible and in an unlocked door under the sink there were plastic aprons accessible.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/18/2018

591-1-1-.26 Playgrounds(CR)**Not Met****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 gate to the AC unit on playground B was observed to not be locked and the AC unit and an unraveled hose were accessible. It was also determined based on observation that there was a loose board on the wooden fence to the back left of playground B leading to the parking lot with exposed nails at the bottom. It was further determined based on observation that the wooden fence at the gate which leads to the parking lot on playground A was observed to have a five inch gap at the bottom.

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: 4/20/2018

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**

Discussed proper medication documentation and procedures.

Comment

The director stated that no medication was dispensed since the last visit.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

591-1-1-.36(7)(b) - Please ensure that all of the information is completed on the medical emergency forms for all children being transported.

Correction Deadline: 4/19/2018

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

| | |
|--|---------|
| Staff # 1 Date of Hire: 01/31/2018 | Met |
| Staff # 2 Date of Hire: 04/17/2018 | Met |
| Staff # 3 Date of Hire: 01/08/2018 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate | Not Met |
| Staff # 4 Date of Hire: 02/19/2018 | Met |
| Staff # 5 Date of Hire: 03/30/2018 | Met |
| Staff # 6 Date of Hire: 03/04/2013 | Met |
| Staff # 7 Date of Hire: 08/06/2015 | Met |
| Staff # 8 Date of Hire: 02/19/2018 | Met |
| Staff # 9 Date of Hire: 08/01/2016 | Met |
| Staff # 10 Date of Hire: 01/15/2016 | Met |
| Staff # 11 Date of Hire: 01/09/2018 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate | Not Met |
| Staff # 12 Date of Hire: 11/02/2017 | Met |
| Staff # 13 Date of Hire: 03/11/2016 | Met |
| Staff # 14 | Met |

Date of Hire: 04/21/2014

Staff # 15 Met

Date of Hire: 06/22/2011

Staff # 16 Not Met

Date of Hire: 12/14/2017

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 17 Not Met

Date of Hire: 10/14/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 18 Met

Date of Hire: 12/06/2016

Staff # 19 Met

Date of Hire: 01/25/2012

Staff # 20 Met

Date of Hire: 01/30/2017

Staff # 21 Met

Date of Hire: 09/19/2016

Staff # 22 Met

Date of Hire: 08/17/2012

Staff # 23 Met

Date of Hire: 08/24/2010

Staff # 24 Met

Date of Hire: 04/18/2018

Staff # 25 Met

Date of Hire: 08/05/2014

Staff # 26 Met

Date of Hire: 01/15/2011

Staff # 27 Met

Date of Hire: 04/04/2018

Staff # 28

Not Met

Date of Hire: 09/25/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 29

Met

Date of Hire: 08/05/2014

Staff Credentials Reviewed: 29**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal records checks were observed to be complete.

Comment

Director provided nine files for employees hired since last visit.

591-1-1-.14 First Aid & CPR**Not Met****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 a review of records that two staff did not have evidence of current CPR and First Aid.

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: 5/18/2018**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(2) requires the initial orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined based on a review of records that one staff did not have evidence of having completed orientation before being assigned duties and responsibilities.

POI (Plan of Improvement)

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

Correction Deadline: 4/18/2018

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that two staff did not have evidence of the Health and Safety Orientation Training completed.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 5/18/2018

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

| |
|---------------------------------|
| 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.