



**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: 3/28/2018 **VisitType:** Licensing Study **Arrival:** 8:50 AM **Departure:** 12:25 PM

CCLC-3220

Day School Of The Sandy Springs Christian Church, The
301 Johnson Ferry Road, NW Atlanta, GA 30328 Fulton County
(404) 252-3950 Kathy@SandySpringsCC.org

Regional Consultant

Shannon Curtis
Phone: (770) 342-7802
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Mailing Address

301 Johnson Ferry Rd, NW
Atlanta, GA 30328

Quality Rated: No

Compliance Zone Designation		
03/28/2018	Licensing Study	Good Standing
10/19/2017	Monitoring Visit	Good Standing
03/09/2017	Licensing Study	Good Standing

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.

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	107	Two Year Olds	2	8	C	7	NC	NA	NA	Free Play
Main	108	One Year Olds	2	10	C	10	C	NA	NA	Free Play
Main	109	Three Year Olds	2	8	C	8	C	NA	NA	Outside
Main	111	Four Year Olds	2	14	C	18	C	NA	NA	Centers
Main	1L: 104	Three Year Olds	2	12	C	12	C	17	C	Transitioning
Main	1R: 105	PreK	2	8	C	12	C	NA	NA	Transitioning
Main	2L: 102	Three Year Olds	2	12	C	12	C	17	C	Free Play
Main	2R: 103	PreK	2	14	C	14	C	20	C	Centers
Main	3R: 101	Two Year Olds	2	12	C	12	C	17	C	Transitioning
Total Capacity @35 sq. ft.: 105						Total Capacity @25 sq. ft.: 126				
Total # Children this Date: 98			Total Capacity @35 sq. ft.: 105			Total Capacity @25 sq. ft.: 126				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted October 19, 2017.

Consultant discussed the Emergency plan on this date.

Consultant provided a list for required items in the First-Aid Kit on this date.

Plan of Improvement: Developed This Date 03/28/2018

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

Kathy Gregory, Program Official

Date

Shannon Curtis, Consultant

Date



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Findings Report

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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.

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**

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 Consultant;s observations that drawer latches were broken and each drawer contained adult size scissors, staplers, screw driver, staff purse and a stapler that could potentially be hazardous to children in care in Classrooms #102, #101 and #109 on this date.

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: 3/28/2018

Recited on 3/28/2018

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

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

Center menu meets USDA guidelines.

Health and Hygiene

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

Comment

Hand washing requirements for diapering were discussed with the director on this date.

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

Comment

Proper hand washing observed throughout the center.

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

Comment

Per discussion with the Director the program does not administer medication at this time.

Policies and Procedures

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

Comment

Consultant observed evidence of monthly fire drills conducted as of March 15, 2018 on this date.

Correction Deadline: 4/2/2018

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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)

Met

Comment

Center does not participate in field trips at this time.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/10/2017	
Staff # 2	Met
Date of Hire: 09/12/2017	
Staff # 3	Met
Date of Hire: 09/01/2006	
Staff # 4	Met
Date of Hire: 09/01/1995	
Staff # 5	Met
Date of Hire: 01/01/2003	
Staff # 6	Met
Date of Hire: 09/01/1983	
Staff # 7	Met
Date of Hire: 07/01/2012	

Staff # 8 Date of Hire: 07/20/2015	Met
Staff # 9 Date of Hire: 11/16/2016	Met
Staff # 10 Date of Hire: 10/17/2016	Met
Staff # 11 Date of Hire: 08/28/2017	Met
Staff # 12 Date of Hire: 10/01/2005	Met
Staff # 13 Date of Hire: 09/01/2011	Met
Staff # 14 Date of Hire: 08/01/1984	Met
Staff # 15 Date of Hire: 08/20/2010	Met
Staff # 16 Date of Hire: 08/20/2010	Met
Staff # 17 Date of Hire: 08/07/2017	Met
Staff # 18 Date of Hire: 09/01/1998	Met
Staff # 19 Date of Hire: 09/01/1995	Met
Staff # 20 Date of Hire: 09/01/1995	Met
Staff # 21 Date of Hire: 09/01/2010	Met
Staff # 22 Date of Hire: 08/25/2016	Met

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

Staff # 23 Date of Hire: 09/01/2006	Met
Staff # 24 Date of Hire: 01/20/2016	Met
Staff # 25 Date of Hire: 11/17/2016	Met
Staff # 26 Date of Hire: 09/01/1998	Met
Staff # 27 Date of Hire: 09/01/1995	Met
Staff # 28 Date of Hire: 09/01/1991	Met
Staff # 29 Date of Hire: 09/16/2016	Met
Staff # 30 Date of Hire: 09/01/2016	Met
Staff # 31 Date of Hire: 09/01/1995	Met

Staff Credentials Reviewed: 31

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

Comment

Criminal records checks were observed to be complete for all staff on this date.

591-1-1-.14 First Aid & CPR

Not Met

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on Consultant's observations of the center's first aid kit that scissors, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages and a cold pack were missing from the first aid kit on this date.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 4/7/2018

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

Comment

Documentation observed of required staff training for 2017 on this date.

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.