



**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:** 7/11/2019    **VisitType:** Monitoring Visit    **Arrival:** 12:30 PM    **Departure:** 3:00 PM

**CCLC-32497**

**Grace Learning Academy**

3981 Glenwood Road Decatur, GA 30032 DeKalb County  
(404) 228-2175 gracelearningacademy@yahoo.com

**Regional Consultant**

Laurel Benta

Phone: (770) 357-3279

Fax: (770) 357-3281

carrie.spangler@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
07/11/2019	Monitoring Visit	Good Standing
03/15/2019	Licensing Study	Good Standing
11/20/2018	Monitoring Visit	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	1st right	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	16	NC	12	NC	NA	NA	Nap
Main	1st left		0	0	C	14	C	NA	NA	
Main	2nd left		0	0	C	9	C	NA	NA	
Main	2nd right		0	0	C	13	C	NA	NA	

Total Capacity @35 sq. ft.: 48

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 16

Total Capacity @35 sq. ft.: 48

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play	25	C

**Comments**

Plan of Improvement: To Be Submitted 07/25/2019

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Valorie Brown, Program Official

Date

Laurel Benta, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning  
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### Findings Report

**Date:** 7/11/2019    **VisitType:** Monitoring Visit    **Arrival:** 12:30 PM    **Departure:** 3:00 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**

Discussed adding equipment and toys to enhance variety.

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 5**

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 5**

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing,.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing

**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 review of records that five children's files were missing the parent's work numbers and addresses, the release person's address, an emergency contact and name and telephone number of the child's primary source of health care.

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**Correction Deadline: 7/11/2019**

**Recited on 7/11/2019**

**Facility**

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

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that 16 children were in the 1st Right classroom which was licensed for 12 children.

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**Correction Deadline: 7/11/2019**

**Finding**

591-1-1-.25(12) requires heating and cooling equipment to be protected to prevent children from touching it. Fans, space heaters, etc. shall be positioned or installed so as to be inaccessible to the children. It was determined based on observation that the 1st right classroom had a portable AC unit located near the back door and an orange fan on a shelf that were accessible to children.

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**Correction Deadline: 7/11/2019**

**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 peeling paint on the blue and white wall was accessible to children in the 1st right classroom.

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**Correction Deadline: 7/15/2019**

**Recited on 7/11/2019**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the ceiling had a leaked that created a puddle of water in the hallways accessible to children. It was further determined that the tiles were missing and cracked in the 1st Left classroom near the front door.

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**Correction Deadline: 7/15/2019**

**Recited on 7/11/2019**

**Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation three unused electrical outlets were uncovered in the 1st right classroom.

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**Correction Deadline: 7/11/2019**

**Recited on 7/11/2019**

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**591-1-1-.25 Physical Plant-Structural/Mechanical**

**Not Met**

**Finding**

591-1-1-.25(4) requires the Center to maintain the temperature in the range of 65 to 85 degrees Fahrenheit and to ventilate the Center be ventilated either by mechanical or natural means for the purpose of providing fresh air and controlling unpleasant odors. Facilities which do not have a functioning central heating and air-conditioning system shall make fifty percent (50%) of all required windows operable for ventilation. Any openings used for ventilation shall be screened. It was determined based on observation that the center central air system was not working and a temperature of 86 degrees F was recorded in the building on this date.

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**Correction Deadline: 7/11/2019**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26(9) - Please ensure trash bags are remain off the playground and inaccessible to children.

**Correction Deadline: 7/11/2019**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition**

**Not Met**

**Finding**

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that the menu posted was not current. The consultant observed a menu near the front door and in a classroom without dates. Staff stated that the children ate sandwiches for lunch; however, the menu stated chicken alfredo, salad, pears, bread and milk.

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**Correction Deadline: 7/11/2019**

**Recited on 7/11/2019**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

No diapered children present on this date. Diapering was discussed with the staff on this date.

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

**Comment**

Proper hand washing discussed.

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**591-1-1-.20 Medications(CR)** **N/A**

**Comment**

The Provider currently does not dispense/administer medication.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)** **Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**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 review of records that the director did not have current transportation training. The date on her most recent training was October 4, 2015.

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**Correction Deadline: 7/16/2019**

**Recited on 7/11/2019**

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Correction Deadline: 3/15/2019

Corrected on 7/11/2019

.36(4)(c) - The previous citation was corrected on this date. The facility is currently not providing transportation per director.

## 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: 4

Records with Missing/Incomplete Components: 2

Staff # 1 Not Met

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 2 Met

Date of Hire: 03/30/2011

Staff # 3 Not Met

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 4 Met

Date of Hire: 09/03/2013

Staff Credentials Reviewed: 8

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

Met

### Comment

Criminal record checks were observed to be complete.

591-1-1-.33 Staff Training

Defer

### Defer

591-1-1-.33(6)- The consultant observed six hours of 2019 training for one employee. Four employees had no documentation of 2019 trainings. the consultant will review training at the next licensing.

Correction Deadline: 3/15/2019

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

Not Met

### Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that staff #2 and staff # 3 did not have the minimum requirements to serve as a lead teacher.



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**Correction Deadline: 8/1/2019**

**Recited on 7/11/2019**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Not Met**

**Comment**

Discussed combining children of mixed ages.

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**Finding**

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that a ratio of 1:16 was observed when one staff member was responsible for three two-year-olds, two three-year-olds, seven four-year-olds, three five-year-olds and one six-year-old. A ratio of 2:16 was needed.

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**Correction Deadline: 7/11/2019**

**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that children ages two-year-olds through six-year-olds were house together in the 1st Right Classroom.

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**Correction Deadline: 7/11/2019**

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**591-1-1-.32 Supervision(CR)**

**Met**

**Correction Deadline: 3/15/2019**

**Corrected on 7/11/2019**

**.32(7) - The previous citation was corrected on this date. The consultant observed adequate supervision.**