



**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: 7/31/2019 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 12:00 PM

CCLC-32675

The Schoolhouse

2466 Buford Hwy Duluth, GA 30097 Gwinnett County
(678) 240-2507 ajones@theschoolhouse.com

Regional Consultant

Bridget Johnson

Phone: (770) 357-4913

Fax: (770) 357-4912

bridget.johnson@dec.al.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
07/31/2019	Licensing Study	Good Standing
01/08/2019	Licensing Study	Good Standing
09/17/2018	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	1L	One Year Olds and Two Year Olds	1	6	C	12	C	NA	NA	Outside
Main	1R: 3-5 years	Three Year Olds and Four Year Olds	2	9	C	18	C	NA	NA	Outside
Main	2L		0	0	C	12	C	NA	NA	
Main	2R	Five Year Olds and Six Year Olds and Over	1	9	C	18	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 60

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 24

Total Capacity @35 sq. ft.: 60

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

Comments

07/31/2019: The purpose of this visit was to conduct a licensing study and follow-up on previous citations.

Plan of Improvement: Developed This Date 07/31/2019

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

Angilla Jones, Program Official

Date

Bridget Johnson, Consultant

Date



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

Findings Report

Date: 7/31/2019 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 12:00 PM

CCLC-32675

The Schoolhouse

2466 Buford Hwy Duluth, GA 30097 Gwinnett County
(678) 240-2507 ajones@theschoolhouse.com

Mailing Address
Same

Regional Consultant

Bridget Johnson
Phone: (770) 357-4913
Fax: (770) 357-4912
bridget.johnson@decal.ga.gov

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)

N/A

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 agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

	Facility
--	-----------------

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Met

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Not Met

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that there was a yellow and black tricycle on the playground that was broken and missing a wheel.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 8/10/2019

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 there was a large wash off area extending from the front left side of the playground near the shade structure to the back left side of the playground near the art studio that created a trench that was a tripping hazard, and exposed several red bricks in the ground beside the art studio. Further, the concrete bike trail was not flush with the ground which created a tripping hazard. Also, there were vines growing through the back fence on the left side of the playground, and several low tree branches which caused the tree to be within reach of the children in care and needed to be trimmed back and removed.

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. The Director stated that wood mulch is scheduled to be delivered over the weekend and the mulch will be added around the bike trail and in the trench area, and the vines and trees will be trimmed back.

Correction Deadline: 7/31/2019

	Food Service
--	---------------------

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

Parents provide a packed lunch from home for their children which is required to have all of the USDA meal requirements. The facility has meal components available to provide to any child who is missing a component of the meal. All meals are stored in a labeled gallon ziploc bag according to class and are placed in the refrigerator in the kitchen of the facility.

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

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)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that there was no documentation that the facility had conducted a tornado drill or lockdown drill for 2019 as required to be completed every six months.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 8/5/2019

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Facility does not provide care for infants. Consultant observed the correct number of cots on this date and disinfecting was discussed.

Staff Records

Records Reviewed: 4**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/01/2011	
Staff # 2	Met
Date of Hire: 08/01/2013	
Staff # 3	Met
Date of Hire: 08/01/2011	
Staff # 4	Met
Date of Hire: 06/04/2018	

Staff Credentials Reviewed: 6

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

Criminal record checks were observed to be complete and satisfactory for four of four staff members on this date. Consultant discussed out of state process with Director on this date as well.

Correction Deadline: 1/8/2019**Corrected on 7/31/2019****.09(1)(I)3. - On this date consultant observed correction of previous citation in that the Director had a satisfactory records check determination on file.**

591-1-1-.14 First Aid & CPR**Met****Comment**

Complete first aid kit observed in the center.

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Documentation observed of required staff training.

Correction Deadline: 2/7/2019**Corrected on 7/31/2019**

.33(5) - On this date consultant observed correction of previous citation in that the Director and primary person responsible for food had completed the four hour required nutrition training.

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)**Technical Assistance****Comment**

Center observed to maintain appropriate staff:child ratios.

Technical Assistance

591-1-1-.32(4)(a) - Please remember that children under the age of three cannot be combined with children over the age of three unless it is the first or last hour of the day. This applies if the children are in the classroom and also if they are outside.

Correction Deadline: 7/31/2019

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

Staff observed to provide direct supervision and be attentive to children's needs.