



**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:** 9/17/2018    **VisitType:** Monitoring Visit    **Arrival:** 2:00 PM    **Departure:** 4:30 PM

**CCLC-32675**

**The Schoolhouse**

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

**Regional Consultant**

Tasha McDonald

Phone: (770) 344-3353

Fax: (678) 891-5601

tasha.mcdonald@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
09/17/2018	Monitoring Visit	Good Standing
03/06/2018	Licensing Study	Good Standing
10/10/2017	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		0	0	C	12	C	NA	NA	
Main	1R: 3-5 years	Three Year Olds and Four Year Olds	2	16	C	18	C	NA	NA	Nap
Main	2L	Five Year Olds	1	8	C	12	C	NA	NA	Circle Time
Main	2R	Two Year Olds	1	7	C	18	C	NA	NA	Nap, Transitioning

Total Capacity @35 sq. ft.: 60

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 31

Total Capacity @35 sq. ft.: 60

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on March 06, 2018. Consultant discussed Quality Rated, Comprehensive background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in provider search and new features in the provider's Koala account.

Plan of Improvement: Developed This Date 09/17/2018

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).



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)

Angilla Jones, Program Official

Date

Tasha McDonald, Consultant

Date



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### Findings Report

**Date:** 9/17/2018 **VisitType:** Monitoring Visit **Arrival:** 2:00 PM **Departure:** 4:30 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**

**Finding**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on the consultant's observation that a staff purse was sitting on top of the children's table located in classroom 1R.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the center will keep hazards out of reach of children. Staff moved the purse to a location out of reach of children while the consultant was present.

**Correction Deadline: 9/17/2018**

**Recited on 9/17/2018**

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

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 2/9/2017

Corrected on 9/17/2018

.26(8) - The previous citation was observed to be corrected on this date. Consultant observed the center's playground area to be clean and free of hazardous materials and items on this date.

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

Met

**Comment**

There were no infant children enrolled in the program on this date.

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

Met

**Comment**

Staff were observed to remind children to wash hands.

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

Met

Correction Deadline: 2/10/2017

Corrected on 9/17/2018

.20(5) - The previous citation was observed to be corrected on this date. Per director the center does not administer any medications at this time.

<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)

Met

**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

**Comment**

There were no infant children enrolled in the program on this date.

<b>Staff Records</b>
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**Technical Assistance**

591-1-1-.09 - Consultant advised the provider that beginning October 1, 2018:

- That local background checks (with purpose code "W") will no longer be accepted (no more 21-day provisional employment).
- Everyone must have at least a fingerprint-based background check letter before they can be present at the center to care for children.
- The new definition of Provisional Employee includes those with only a satisfactory Fingerprint Records Check Determination. People with this type of clearance are allowed on site, but must be under the direct and continuous supervision of a Director or Employee with a satisfactory Comprehensive Records Check Determination.
- A new comprehensive background check must be run for anyone who has had a lapse of employment in the child care industry that lasts 6 months or longer. (Students-in-Training are considered "employed in the child care industry" if they've been enrolled in a child care related curriculum.)
- Letters will only be accepted at a new facility if they are "ported" electronically.

**Comment**

Consultant reviewed one file for staff member hired since the previous visit was conducted on March 6,, 2018. Consultant observed one of one newly hired staff member to have evidence of a satisfactory determination letter on file on this date.

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

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

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

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