



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: 9/20/2017 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 2:20 PM

CCLC-33283

The Academy of Jefferson, LLC

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Regional Consultant

Chrische Walker

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| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 09/20/2017 | Licensing Study | Good Standing |
| 01/31/2017 | Monitoring Visit | Good Standing |
| 10/18/2016 | 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 | A 1R | Infants | 2 | 12 | C | 14 | C | NA | NA | Floor Play, Feeding, Nap |
| Main | B 2R | Three Year Olds | 2 | 30 | C | 20 | NC | NA | NA | Centers |
| Main | C 1L | One Year Olds | 2 | 12 | C | 12 | C | NA | NA | Outside |
| Main | D 2L | One Year Olds and Two Year Olds | 2 | 18 | C | 18 | C | NA | NA | Centers |
| Main | E Rear | Four Year Olds | 1 | 12 | C | 19 | C | NA | NA | Centers |
| Total Capacity @35 sq. ft.: 83 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 84 | | | Total Capacity @35 sq. ft.: 83 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-------------|----------------------|-----------------------|
| Main | PG L Rear | 18 | C |
| Main | PG Far Left | 63 | C |
| Main | PG- L Front | 18 | C |
| Main | PG Right | 30 | C |

Comments

The purpose of today's visit is to conduct a licensing study and to follow up from previous visit on January 31, 2017. Consultant discussed new rules and regulations from updated version on July 2017. Consultant recommended utilizing the Georgia Professional Development System for Early Childhood Educators in program.

Plan of Improvement: Developed This Date 09/20/2017

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.



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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.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.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)

Teresa Savadge-Lovejoy, Program Official

Date

Chrische Walker, Consultant

Date



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Findings Report

Date: 9/20/2017 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 2:20 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Met****Comment**

Lesson plans in all classrooms well planned for the appropriate age groups. Job well done!

Correction Deadline: 9/20/2017

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

Observed-Variety Throughout Center

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

No Swimming Activities Provided

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

Observed-Records Complete/Well Organized

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Observation-Clean and Well Maintained

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

Comment

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment

Observation-Center Clean/Well Maintained

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

Comment

Observation-Clean/Good Repair

Food Service

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

Comment

Menu Meets USDA Guidelines

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

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge of diaper changing procedures.

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

Comment

Observed-Proper Hand Washing Throughout the classrooms at center.

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

Comment

Observed-Complete Documentation. Consultant reminded director to label more specific times including AM or PM for times dispensed.

Safety

591-1-1-.05 Animals **Met**

Comment

No Animals Kept

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

Observed-Positive Learning Environment. Staff also stated great discipline techniques to consultant. Staff uses positive redirection.

591-1-1-.13 Field Trips(CR)**Met****Comment**

No Field Trips at This Time

591-1-1-.36 Transportation(CR)**Met****Comment**

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Consultant observed twelve cribs in Room A 1R Infants.

Comment

Observed-Pleasant Naptime Environment

Technical Assistance

591-1-1-.30(1)(b)1 - Please monitor all blue mats in classrooms for wear and tear.

Correction Deadline: 9/20/2017

Staff Records

Records Reviewed: 16**Records with Missing/Incomplete Components: 3**

Staff # 1

Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2

Met

Date of Hire: 06/05/2012

Staff # 3

Met

Date of Hire: 03/06/2012

Staff # 4

Met

Date of Hire: 12/01/2011

Staff # 5

Met

Date of Hire: 02/27/2017

Staff # 6

Not Met

Date of Hire: 09/15/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Records Reviewed: 16**Records with Missing/Incomplete Components: 3**

| | |
|--|---------|
| Staff # 7 | Met |
| Staff # 8 | Met |
| Date of Hire: 08/26/2016 | |
| Staff # 9 | Met |
| Date of Hire: 08/22/2017 | |
| Staff # 10 | Met |
| Date of Hire: 10/13/2016 | |
| Staff # 11 | Met |
| Date of Hire: 10/15/2015 | |
| Staff # 12 | Met |
| Staff # 13 | Met |
| Date of Hire: 08/03/2017 | |
| Staff # 14 | Not Met |
| Date of Hire: 01/01/2012 | |
| <u>"Missing/Incomplete Components"</u> | |
| .33(3)-Health & Safety Certificate | |
| Staff # 15 | Met |
| Date of Hire: 12/26/2011 | |
| Staff # 16 | Met |
| Date of Hire: 02/11/2013 | |

Staff Credentials Reviewed: 16

591-1-1-.09 Criminal Records Check(CR) Met

Correction Deadline: 2/1/2017

Corrected on 9/20/2017

.09(1)(e) - The previous citation was corrected on this date. All staff members completed fingerprint records check comprehensive determination letters on file.

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

Comment

Observed-100% Certified First Aid & CPR. Great job!

591-1-1-.33 Staff Training Not Met

Comment

Discussed - Obtain Documentation of Orientation for new hires.

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 review of records that two staff members employed prior to September 30, 2016 did not complete the health and safety training by December 29, 2016.

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: 10/20/2017

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that one staff member did not complete the full ten clock hours of training for the year of 2016. Staff member completed eight of ten clock hours of annual training for 2016.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 10/20/2017

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

Met

Comment

Lead staff education requirements met on today's visit.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Direct Supervision/Attentive Staff