



**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:** 3/5/2020    **VisitType:** Licensing Study    **Arrival:** 9:10 AM    **Departure:** 12:40 PM

**CCLC-33372**

**Early Minds Academy**

7961 Hwy 92, Suite 120 Woodstock, GA 30189 Cherokee County  
 (678) 310-0773 LPAMARIETTA@HOTMAIL.COM

**Regional Consultant**

Sarah Ward

Phone: (229) 584-1395

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sarah.ward@decals.ga.gov

**Mailing Address**

4843 TREVOR CT  
 MARIETTA, GA 30068

**Quality Rated:** ★

| <b>Compliance Zone Designation</b> |                   |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-------------------|---------------|--|
| 03/05/2020                         | Licensing Study   | Good Standing |  |
| 12/18/2019                         | Complaint Closure | Good Standing |  |
| 12/17/2019                         | Complaint Closure | Good Standing |  |

**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-First Left   | Infants and One Year Olds         | 1                               | 5        | C    | 12                              | C            | NA         | NA           | Feeding,Free Play,Floor Play |
| Main                            | A-First Left   | Infants and One Year Olds         | 1                               | 5        | C    | 12                              | C            | NA         | NA           | Feeding,Floor Play           |
| Main                            | B- BehindRoomA |                                   | 0                               | 0        | C    | 19                              | C            | NA         | NA           | Not In Use                   |
| Main                            | B- BehindRoomA |                                   | 0                               | 0        | C    | 19                              | C            | NA         | NA           | Not In Use                   |
| Main                            | C-First Right  | Two Year Olds and Three Year Olds | 2                               | 7        | C    | 18                              | C            | 25         | C            | Free Play                    |
| Main                            | D- Front Room  |                                   | 0                               | 0        | C    | 15                              | C            | 21         | C            | Not In Use                   |
| Main                            | D-Front Room   | Two Year Olds and Three Year Olds | 1                               | 7        | C    | 54                              | C            | 75         | C            | Free Play                    |
| Total Capacity @35 sq. ft.: 149 |                |                                   |                                 |          |      | Total Capacity @25 sq. ft.: 149 |              |            |              |                              |
| Total # Children this Date: 24  |                |                                   | Total Capacity @35 sq. ft.: 149 |          |      | Total Capacity @25 sq. ft.: 149 |              |            |              |                              |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | Main PG    | 43                   | C                     |
| Main     | Main PG    | 43                   | C                     |

**Comments**

The purpose of this visit is to conduct a licensing study and follow up to the previous visit.

Plan of Improvement: No Plan Developed

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/RulesAndRegulations.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.

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#### 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.

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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)

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Isabelle Okole, Program Official

Date

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Sarah Ward, 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.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**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**

Records were observed to be complete and well organized.

|                 |
|-----------------|
| <b>Facility</b> |
|-----------------|

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

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

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**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.

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

Playground not observed on this date due to inclement weather.

|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

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

Center menu meets USDA guidelines.

**Comment**

Please ensure that infant feeding forms are updated regularly.

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

Kitchen appears clean and well organized.

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

**Comment**

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

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

Observed all required posted notices.

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**Safety**

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

Center does not keep animals on premises.

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**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.

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

Center does not participate in field trips at this time.

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

A current/completed inspection for both the blue and white vans were observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed for both the blue and white vans.

**Comment**

The blue and white vehicles both had an approved fire extinguisher and first aid kit on this date.

**Correction Deadline: 12/17/2019****Corrected on 3/5/2020****It was determined based on observation that the center has purchased a new van for use at the center and the previous van is no longer in use.**

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**Sleeping & Resting Equipment**

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

Consultant discussed pleasant nap time environment with staff.

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**Staff Records**

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**Records Reviewed: 2****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 11/20/2019

Staff # 2

Met

Date of Hire: 08/01/2018

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**Staff Credentials Reviewed: 4**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided three files for employees hired since last visit.

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

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

**Correction Deadline: 12/26/2019**

**Corrected on 3/5/2020**

**It was determined based on review of staff files that all staff members/ drivers had a current first aid/ CPR certification on file.**

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

**Comment**

Documentation observed of required staff training.

**Correction Deadline: 12/26/2019**

**Corrected on 3/5/2020**

**It was determined based on consultant's review of staff files that all new staff has completed Health and Safety Orientation within the first 90 days of employment.**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Correction Deadline: 12/17/2019**

**Corrected on 3/5/2020**

**It was determined based on review of staff files and discussion with director that additional staff has been hired to stay on- site while director leaves to provide transportation for the center.**

|                                 |
|---------------------------------|
| <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.