



**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: 7/24/2019 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 1:30 PM

CCLC-33729

M & K Academy, Inc.

2183 Anderson Avenue, NE Covington, GA 30014 Newton County
(770) 788-8827 missy.blackshear@yahoo.com

Regional Consultant

Ashley Cunningham

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Mailing Address

Same

Quality Rated:

Compliance Zone Designation		
07/24/2019	Licensing Study	Good Standing
03/14/2019	Monitoring Visit	Good Standing
12/03/2018	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-1L	Three Year Olds and Four Year Olds	1	13	C	21	C	NA	NA	Art
Main	B-2L		0	0	C	20	C	NA	NA	Not In Use
Main	C- 3L	Infants and One Year Olds	1	5	C	16	C	NA	NA	Free Play
Main	D- 1R	Five Year Olds and Six Year Olds and Over	1	12	C	17	C	NA	NA	Transitioning
Main	E- 2R	Two Year Olds	1	9	C	16	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 90						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 39			Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 07/24/2019

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

Kristy Granger, Program Official

Date

Ashley Cunningham, 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-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure that lesson plans are current for all classrooms. The consultant observed one classroom without a current lesson plan.

Correction Deadline: 7/24/2019

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.

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**Technical Assistance****Technical Assistance**

591-1-1-.08(1) - Please ensure that you revise your children enrolled records so that parents have space to fill in the address and number of the release person.

Correction Deadline: 7/24/2019

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

Center appears clean and well maintained.

Technical Assistance

591-1-1-.25(13) - Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure that the your cabinets stay lock if they are going to house hazardous materials. Consultant observed on cabinet in the two year old room to not have the lock on it and it have antibacterial hand wipes on the second to the top shelf.

Correction Deadline: 7/24/2019

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that it was inadequate resilient surface beneath the play structure and swing set equipment and the fall zone from the play structure and swing set equipment.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 8/23/2019

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Comment**

Center menu meets USDA guidelines.

Technical Assistance

591-1-1-.15(3) - Please ensure that a thermometer is placed in the refrigerator in the infant classroom. All bottles must be refrigerated at a temperature of forty (40) degrees Fahrenheit or less.

Correction Deadline: 7/24/2019

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.

Comment

Proper diapering procedures observed.

Comment

Staff state proper knowledge of diapering procedures.

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.

Safety

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

Center does not keep animals on premises.

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

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

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

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Technical Assistance****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Technical Assistance

591-1-1-.36(7)(d)2. - Please ensure that a signature is used and not a arrow to indication that the first signature is to be used for the rest of the dates travel.

Correction Deadline: 7/24/2019

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 02/04/2014	Met
Staff # 2 Date of Hire: 05/12/2012	Met
Staff # 3 Date of Hire: 05/12/2012	Met
Staff # 4 Date of Hire: 02/05/2018	Met
Staff # 5 Date of Hire: 06/26/2019	Met

Staff Credentials Reviewed: 2

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

Comment

Criminal record checks were observed to be complete.

Correction Deadline: 3/14/2019

Corrected on 7/24/2019

.09(1)(a) - Previous citation observed to be corrected.

Correction Deadline: 3/14/2019

Corrected on 7/24/2019

.09(1)(b) - Previous citation observed to be corrected.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required staff 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) Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Adequate supervision observed on this date.