



**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:** 1/3/2018    **VisitType:** Monitoring Visit    **Arrival:** 11:30 AM    **Departure:** 2:40 PM

**CCLC-340**

**Harmony Academy**

3449 Holcomb Bridge Road Norcross, GA 30092 Gwinnett County  
 (770) 248-1928 annielle@bellsouth.net

**Regional Consultant**

Tamra Thomas

Phone: (770) 405-7962

Fax: (404) 591-6172

tamra.thomas@decal.ga.gov

**Mailing Address**

Same

**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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/03/2018	Monitoring Visit	Good Standing	
08/30/2017	LS POI Follow Up	Good Standing	
08/03/2017	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	1L		0	0	C	21	C	NA	NA	
Main	1R	Three Year Olds and Five Year Olds and Six Year Olds and Over	2	23	NC	21	NC	NA	NA	Circle Time,Nap
Main	2L		0	0	C	26	C	NA	NA	
Main	2R	Two Year Olds	1	10	C	16	C	NA	NA	Nap
Main	3R	One Year Olds	1	6	C	10	C	NA	NA	Nap
Main	Back Middle	Infants	1	2	C	12	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 106

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 41

Total Capacity @35 sq. ft.: 106

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant and Toddler	14	C
Main	Pre-school	53	C
Main	School-age	129	C

**Comments**

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).



**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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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)



#### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Annielle Richardson, Program Official

Date

Tamra Thomas, Consultant

Date



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### Findings Report

**Date:** 1/3/2018 **VisitType:** Monitoring Visit **Arrival:** 11:30 AM **Departure:** 2:40 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-.06 Bathrooms** **Met**

**Comment**

Discussed with the Director to conduct routine checks of the ventilation fans to ensure they are functioning properly.

**Correction Deadline: 2/2/2018**

**591-1-1-.19 License Capacity(CR)** **Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation classroom 1R had twenty-three children in a space licensed for twenty-one children on this date. .

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 1/3/2018**

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

**Correction Deadline: 8/30/2017**

Corrected on 1/3/2018

Previous citation corrected on this date. The provider had hazardous items inaccessible to the children on this date.

Correction Deadline: 8/30/2017

Corrected on 1/3/2018

Previous citation corrected on this date. The provider had the thorny vines removed.

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**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 the Infant and Toddler playground had rust on the swing chains, and two nails exposed from the landscape timbers.

**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: 1/17/2018**

**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 the Pre-school playground had less than one inch of mulch under the right side bay swings with exposed tree roots.

**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. The provider stated the tree roots will be removed.

**Correction Deadline: 1/13/2018**

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<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**

Staff stated various times children wash hands throughout the day.

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

**Met**

**Comment**

Provider stated Medication is not dispensed at this time.

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)**

**Met**

**Comment**

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

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment****Correction Deadline: 8/30/2017****Corrected on 1/3/2018****Previous citation corrected on this date. The provider had cots stored without bedding touching on this date in Class 1L and 2L on this date.****Staff Records****Records Reviewed: 14****Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Date of Hire: 12/04/2017

Staff # 2 Met

Date of Hire: 04/01/2002

Staff # 3 Met

Date of Hire: 07/25/2016

Staff # 4 Met

Date of Hire: 01/17/2017

Staff # 5 Met

Date of Hire: 11/06/2017

Staff # 6 Met

Staff # 7 Met

Date of Hire: 03/05/2015

Staff # 8 Met

Date of Hire: 12/10/2017

Staff # 9 Met

Date of Hire: 09/01/2016

Staff # 10 Met

Date of Hire: 11/11/2011

Staff # 11 Met

Date of Hire: 01/30/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

**Records Reviewed: 14**

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

Staff # 12 Met  
Date of Hire: 10/03/2016

Staff # 13 Met  
Date of Hire: 03/09/2009

Staff # 14 Met  
Date of Hire: 10/28/2015

**Staff Credentials Reviewed: 14**

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

**Comment**

Criminal records checks were observed to be complete.

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

**Correction Deadline: 9/29/2017**

**Corrected on 1/3/2018**

Previous citation corrected on this date. The provider had documentation of Health and Safety training for all staff employed beyond 90 days of hire on this date.

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

**Comment**

The provider has a Lead Teacher with the required credential for each classroom on this date.

**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**

Center observed to maintain appropriate staff:child ratios.