



**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:** 8/28/2019    **VisitType:** Monitoring Visit    **Arrival:** 12:40 PM    **Departure:** 1:40 PM

**CCLC-3423**

**Saint Anne's Enrichment Program**

3098 Saint Anne's Lane, N. W. Atlanta, GA 30327 Fulton County  
 (404) 237-7024 mmurray@saintannesdayschool.com

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@decal.ga.gov

**Mailing Address**

3098 Saint Anne's Lane, NW  
 Atlanta, GA 30327

**Quality Rated:** No

| <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. |
|------------------------------------|------------------|---------------|--|
| 08/28/2019                         | Monitoring Visit | Good Standing |  |
| 02/25/2019                         | Licensing Study  | Good Standing |  |
| 09/05/2018                         | Monitoring Visit | 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                           | Lower Level 1st L-Activity Center | Six Year Olds and Over | 4                             | 27       | C    | 25         | NC           | NA         | NA           | Centers, Free Play |
| Main                           | Lower Level-1st R: Snack Room     |                        | 0                             | 0        | C    | 22         | C            | NA         | NA           |                    |
| Main                           | Upper Back- Rm 102                |                        | 0                             | 0        | C    | 17         | C            | NA         | NA           |                    |
| Total Capacity @35 sq. ft.: 64 |                                   |                        | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |                    |
| Total # Children this Date: 27 |                                   |                        | Total Capacity @25 sq. ft.: 0 |          |      |            |              |            |              |                    |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
|----------|------------|----------------------|-----------------------|

**Comments**

The purpose of this visit was to conduct a monitoring visit and follow up to the previous visit on February 25, 2019.

Plan of Improvement: Developed This Date 08/28/2019

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.decal.ga.gov/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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.

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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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Monica Murray, Program Official

Date

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Emma Smith, Consultant

Date



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### Findings Report

**Date:** 8/28/2019 **VisitType:** Monitoring Visit

**Arrival:** 12:40 PM

**Departure:** 1:40 PM

#### CCLC-3423

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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)

Met

##### Comment

Center appears clean and well maintained.

##### Comment

No hazards observed accessible to children on this date.

#### 591-1-1-.26 Playgrounds(CR)

Technical Assistance

##### Technical Assistance

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute. Director shared that wood chips have already been ordered and will be delivered soon.

##### Comment

Playground observed to be clean and in good repair.

### Health and Hygiene

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|  |            |
|--|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

No children enrolled who require diapering. School age children attend only for after school hours.

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|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Proper hand washing observed throughout the center.

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|                                    |            |
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| <b>591-1-1-.20 Medications(CR)</b> | <b>Met</b> |
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**Comment**

The Provider currently does not dispense/administer medication.

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|--|---------------|
|  | <b>Safety</b> |
|--|---------------|

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**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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|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.36 Transportation(CR)</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

Center does not provide routine transportation.

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|--|---|
|  | <b>Sleeping &amp; Resting Equipment</b> |
|--|---|

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|   |            |
|---|------------|
| <b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b> | <b>Met</b> |
|---|------------|

**Comment**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

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|--|----------------------|
|  | <b>Staff Records</b> |
|--|----------------------|

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|                            |  |
|----------------------------|--|
| <b>Records Reviewed: 6</b> | <b>Records with Missing/Incomplete Components: 0</b> |
|----------------------------|--|

|           |     |
|-----------|-----|
| Staff # 1 | Met |
|-----------|-----|

|           |     |
|-----------|-----|
| Staff # 2 | Met |
|-----------|-----|

Date of Hire: 01/01/1990

|           |     |
|-----------|-----|
| Staff # 3 | Met |
|-----------|-----|

|           |     |
|-----------|-----|
| Staff # 4 | Met |
|-----------|-----|

|           |     |
|-----------|-----|
| Staff # 5 | Met |
|-----------|-----|

|           |     |
|-----------|-----|
| Staff # 6 | Met |
|-----------|-----|

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|                                      |
|--------------------------------------|
| <b>Staff Credentials Reviewed: 1</b> |
|--------------------------------------|

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

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal record checks were observed to be complete for all staff members on this 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)****Not Met****Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that Lower Level 1st Left Activity Center had a room capacity of four staff to twenty-seven children when the room is licensed for twenty-five children.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 8/28/2019**

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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.