



**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:** 11/29/2017 **VisitType:** Licensing Study

**Arrival:** 10:35 AM

**Departure:** 3:30 PM

**CCLC-35507**

**A World of Knowledge Preschool & Academy**

2769 Donald Lee Hollowell Pkwy NW, Suite C Atlanta, GA 30318 Fulton County  
(404) 794-4024 lstephens72@yahoo.com

**Mailing Address**  
Same

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934  
Fax: (678) 891-5989  
margarita.collier@decal.ga.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
11/29/2017	Licensing Study	Good Standing
04/25/2017	POI Follow Up	Good Standing
04/07/2017	Monitoring Visit	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: !L	Three Year Olds and Four Year Olds	1	4	C	15	C	NA	NA	Lunch, Transitioning, Nap, Centers
Main	B: 2L	PreK	2	10	C	22	C	NA	NA	Nap, Lunch, Circle Time, Transitioning
Main	C: Right	Infants and One Year Olds	1	2	C	19	C	NA	NA	Transitioning, Free Play, Nap, Lunch, Centers, Floor Play
Total Capacity @35 sq. ft.: 56						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 16			Total Capacity @35 sq. ft.: 56			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A 3-11 Years	23	C
Main	PG: B- 6 weeks-2 Years	8	C

**Comments**

The purpose of this visit was to conduct a licensing study visit and to follow-up on the previous visit conducted on April 25, 2017.

Consultant reviewed the comprehensive criminal records check application process with the director on this date.

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.

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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.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.

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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). 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)

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Jacquetta Johnson, Program Official

Date

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Margarita Collier, 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**

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

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**591-1-1-.08 Children's Records****Met****Comment**

Consultant observed five of five children's files to be complete and well organized. Please continue to ensure parents update their contact information and the contact information for the release to persons and emergency contact persons.

**Comment**

Parent Authorizations Obtained/Completed

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed Capacity Routinely Met

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

Observation-Center Clean/Well Maintained

**Comment**

Observation-No Hazards Accessible

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

**Correction Deadline: 4/17/2017**

**Corrected on 11/29/2017**

The previous citation was observed to be corrected on this date. Consultant observed playground A to have adequate resilient surface surrounding the large sliding structures on this date. Please continue to redistribute the resilient surface as needed.

**Correction Deadline: 4/7/2017**

**Corrected on 11/29/2017**

The previous citation was observed to be corrected on this date. Consultant observed the center's playground areas to be clean and in good repair on this date. Please continue to monitor the playground areas for the following:

- Loose and/or weak tree branches
- Ant mounds
- White PVC piping for normal wear and tear.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

Consultant discussed the updated USDA menu guidelines with the director on this date.

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

Kitchen Appears Clean/Well Organized

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff Stated Proper Knowledge

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

**Comment**

Observed-Proper Hand Washing Throughout

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

**Comment**

Per director the center does not administer any medications at this time.

**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

Consultant observed the center to have complete documentation of emergency drills on this date. Please ensure to complete a lock down drill by the end of December 2017. Consultant also observed the center to have evidence of a current emergency preparedness plan on this date.

**Correction Deadline: 12/4/2017**

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**591-1-1-.27 Posted Notices** **Technical Assistance**

**Technical Assistance**

Please ensure to update the following posted notices:

- Communicable illness chart
  - The center's new license upon paying the 2018 license fee.
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**591-1-1-.29 Required Reporting** **Met**

**Comment**

Thank You for Reporting as Required

**Safety**

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

**Comment**

No Animals Kept

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

**Comment**

Observed-Discussion/Redirection

**Comment**

Observed-Positive Learning Environment

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

**Comment**

No Field Trips at This Time

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

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

**Comment**

Correct number of mats; disinfecting discussed

**Comment**

Observed-Pleasant Naptime Environment

**Staff Records****Records Reviewed: 5****Records with Missing/Incomplete Components: 1**

Staff # 1 Date of Hire: 07/01/2013	Met
Staff # 2 Date of Hire: 03/29/2013	Met
Staff # 3 Date of Hire: 07/06/2013	Met
Staff # 4 Date of Hire: 07/27/2013	Met
Staff # 5 Date of Hire: 08/01/2014	Not Met
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	

**Staff Credentials Reviewed: 5****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Consultant reviewed five staff files on this date. Consultant observed five of five staff members to have evidence of a satisfactory determination letter on this date.

**Comment**

Per director there have been new hires since the previous visit was conducted on April 25, 2017.

**591-1-1-.14 First Aid & CPR****Not Met****Technical Assistance**

Please ensure to monitor the expiration dates of the following items:

- Insect sting preparation
- First aid ointment

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on consultant's review of staff files one of five staff members hired prior to September 30, 2016 did not have a current first aid and CPR training card on file.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 12/29/2017**

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**591-1-1-.33 Staff Training****Defer****Technical Assistance**

Please ensure all newly hired staff members complete the health and safety orientation training and first aid and CPR training within 90-days of their date of hire.

**Defer**

The previous citation was deferred due to the center having until the end of December 2017 to complete the required 10 hours of annual training.

**POI (Plan of Improvement)**

The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed for 2017.

**Correction Deadline: 5/7/2017**

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

Consultant observed all staff members to comply with all laws and regulations on this date.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Observed-Appropriate Staff:Child Ratios

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

Observed-Direct Supervision/Attentive Staff