



**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: 6/5/2019 **VisitType:** Monitoring Visit **Arrival:** 2:55 PM **Departure:** 5:10 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

Lajuana Williams
Phone: (770) 357-7074
Fax: (770) 357-7073
lajuana.williams@decal.ga.gov

Quality Rated: No

Compliance Zone Designation		
06/05/2019	Monitoring Visit	Good Standing
12/04/2018	Licensing Study	Good Standing
04/16/2018	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 Five Year Olds	1	5	C	15	C	NA	NA	Transitioning,Na p
Main	B: 2L		0	0	C	22	C	NA	NA	Not In Use
Main	C: Right	Infants and One Year Olds and Two Year Olds	2	9	C	19	C	NA	NA	Snack
Total Capacity @35 sq. ft.: 56						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 14			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

Plan of Improvement: Developed This Date 06/05/2019

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/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.

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

Jacquetta Johnson, Program Official

Date

Lajuana Williams, Consultant

Date



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

Findings Report

Date: 6/5/2019 **VisitType:** Monitoring Visit **Arrival:** 2:55 PM **Departure:** 5:10 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

Lajuana Williams

Phone: (770) 357-7074

Fax: (770) 357-7073

lajuana.williams@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

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

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

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

Correction Deadline: 12/4/2018

Corrected on 6/5/2019

.25(3) - Previous cited corrected.

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

Technical Assistance

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(4) - Please ensure the gate at the rear of the playground is maintained completely closed to prevent an entrapment hazard.

Correction Deadline: 6/5/2019

Health and Hygiene

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

Correction Deadline: 12/4/2018

Corrected on 6/5/2019

.10(4) - Previous cite corrected

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

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) N/A

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Correction Deadline: 12/9/2018

Corrected on 6/5/2019

.21(3) - Previous cite corrected

Safety

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

Comment

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

591-1-1-.36 Transportation(CR) N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) Technical Assistance

Technical Assistance

591-1-1-.30(1)(a)3 - Discussed crib sheets. Please ensure sheets are tight fitting but do not compromise the fit of the mattress in the bottom of the crib. Crib mattresses are to fit flat into the bottom of the crib base without bending it,

Correction Deadline: 6/5/2019

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 04/20/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.31(1)(b)2.-Director Qualifications-Education Missing,.24(1)-Evidence of Orientation Missing

Records Reviewed: 7

Records with Missing/Incomplete Components: 2

Staff # 2 Not Met
Date of Hire: 10/29/2018
"Missing/Incomplete Components"
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 3 Met
Date of Hire: 04/20/2016

Staff # 4 Met
Date of Hire: 07/01/2013

Staff # 5 Met
Date of Hire: 03/29/2013

Staff # 6 Met
Date of Hire: 07/06/2013

Staff # 7 Met
Date of Hire: 08/01/2014

Staff Credentials Reviewed: 7

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

Comment

Criminal record checks were observed to be complete.

Comment

The person in charge provided 2 files for employees hired since last visit.

Correction Deadline: 12/4/2018

Corrected on 6/5/2019

.09(1)(l)3. - Previous cite corrected.

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

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 the observation of staff records that one staff hired in October 2018 did not have evidence of the training 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: 7/5/2019

591-1-1-.24 Personnel Records **Not Met**

Finding

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on the observation of staff records that orientation documentation with hire dates was missing was for the new Director and one staff.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 6/10/2019

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

Technical Assistance

Comment

Staff observed to be compliant with applicable laws and regulations.

Technical Assistance

591-1-1-.31(1)(c) - Please ensure that verification of the Director's credential or degree is maintained on file .

Correction Deadline: 6/5/2019

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Correction Deadline: 12/4/2018

Corrected on 6/5/2019

.32(2) - Previous cite corrected. Please ensure adequate ratio is maintained at all times. Discussed transitions and while groups were small that children over 3 years could be combined as long ratio is met and the room capacity was met.

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

Met

Comment

Adequate supervision observed on this date.