



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: 1/19/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 1:00 PM

CCLC-35870

Gainesville Academy

105 Carrington Park Dr. Gainesville, GA 30504 Hall County
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Regional Consultant

Margarita Collier

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Mailing Address

6452 Sweet Laurel Run
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Quality Rated: ★ ★

Compliance Zone Designation		
01/19/2021	Licensing Study	Good Standing
07/24/2020	Monitoring Visit	Good Standing
01/29/2020	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: 1R	Infants	1	6	C	17	C	NA	NA	Floor Play, Nap, Free Play
Main	B: 2R	One Year Olds	1	6	C	21	C	NA	NA	Centers
Main	C: 3R	Two Year Olds	2	12	C	20	C	NA	NA	Centers
Main	D: 4R	Three Year Olds and Four Year Olds	2	20	C	25	C	NA	NA	Centers
Main	E: 3L	PreK	2	13	C	30	C	42	C	Centers
Main	F: 2L	PreK	2	14	C	20	C	NA	NA	Centers
Main	G: 1L	PreK	2	12	C	18	C	NA	NA	Centers
Total Capacity @35 sq. ft.:			152			Total Capacity @25 sq. ft.:		0		
Total # Children this Date:			83			Total Capacity @35 sq. ft.:		152		
						Total Capacity @25 sq. ft.:		0		

Building @35 capacity limited by Building Department

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A Right	33	C
Main	PG B Back	16	C
Main	PG C Left	57	C

Comments

An administrative review was completed on January 19, 2021. The center's virtual visit is scheduled for February 3, 2021. A virtual inspection was conducted on February 3, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An initial administrative review was completed on January 19, 2021. Staff file, training, and background checks were all reviewed. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 01/19/2021

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.al.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.

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.

- 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).

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

Pam Forrester, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

Date: 1/19/2021 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 1:00 PM

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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

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: 4

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Met

591-1-1-.08 Children's Records

Met

Comment

Parent agreements observed obtained/completed.

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

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR) **Technical Assistance**

Technical Assistance

Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Repluff resilient surface as needed.

Food Service

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

Comment

Center menu meets USDA guidelines.

Technical Assistance

Consultant discussed foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/wind pipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Technical Assistance

Consultant discussed revision to the written feeding plans for children under the age of 1 years old. Age appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Staff stated the proper handwashing procedures for children and staff.

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

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

Center does not keep animals on premises.

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

Comment

A virtual visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the director 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) **Met**

Comment

Complete documentation of transportation observed.

Comment

The consultant observed the following vehicles to have evidence of a current vehicle inspection report:

- Vehicle Tag # - PQQ9347 - Expires January 14, 2022

- Vehicle Tag # - 325 TNM - Expires January 12, 2022

Sleeping & Resting Equipment

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

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 18

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 09/16/2014	
Staff # 2	Met
Date of Hire: 07/08/2013	
Staff # 3	Met
Date of Hire: 06/01/2015	
Staff # 4	Met
Date of Hire: 02/01/2021	
Staff # 5	Met
Date of Hire: 08/03/2016	
Staff # 6	Not Met
Date of Hire: 07/10/2010	

"Missing/Incomplete Components"

Records Reviewed: 18**Records with Missing/Incomplete Components: 2**

.33(5)-10 Hrs. Annual Training,.33(4)-Food Prep Training Missing 4 hrs.

Staff # 7	Met
Date of Hire: 09/30/2017	
Staff # 8	Met
Date of Hire: 07/23/2020	
Staff # 9	Met
Date of Hire: 09/13/2019	
Staff # 10	Met
Date of Hire: 01/03/2017	
Staff # 11	Met
Date of Hire: 08/18/2014	
Staff # 12	Met
Date of Hire: 08/07/2017	
Staff # 13	Met
Date of Hire: 06/04/2018	
Staff # 14	Met
Staff # 15	Met
Date of Hire: 01/13/2014	
Staff # 16	Met
Date of Hire: 09/06/2020	
Staff # 17	Not Met
Date of Hire: 12/14/2020	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 18	Met
Date of Hire: 07/29/2019	

Staff Credentials Reviewed: 14

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)	Not Met
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Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members' criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired and/or seasonal staff members with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

Comment

The director provided two files for staff members hired since the previous visit was conducted on July 24, 2020.

The consultant observed two of two newly hired staff members having evidence of a satisfactory comprehensive criminal record check determination letter on file.

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that staff member #16, date of hire December 14, 2020, did not submit both a records check application to the department and fingerprints to an authorized fingerprinting site. Staff member #16 had evidence of a previous satisfactory comprehensive determination letter dated for May 30, 2019. A one-day letter was left.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure that staff member #15 and staff member #16 submit both a records check application to the department and fingerprints to an authorized fingerprinting site to ensure the CRC rules are maintained.

Correction Deadline: 1/19/2021

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that staff member #16, date of hire December 14, 2020, did not have evidence of a current satisfactory comprehensive records check determination letter on file prior to being present at the center while children were present for care. Staff member #16 had evidence of a previous satisfactory comprehensive determination letter dated for May 30, 2019. A one-day letter was left.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure that all staff members receive a satisfactory comprehensive records check determination letter prior to being present at the center when children are present for care to ensure the CRC rules are maintained.

Correction Deadline: 1/19/2021

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

The consultant discussed the following regarding the required health and safety orientation training with the director:

- Ensure that all newly hired staff members complete health and safety orientation training within the first 90-days of their date of hire.
- Staff will be allowed to transfer their health and safety orientation training if they change employment to another facility if the health and safety orientation training is an approved 10-hour training meeting the new requirements and the training has been obtained within the preceding 12 months.
- Staff members cannot retake the health and safety orientation training in order to meet the required 10 hours of annual training for at least five years.

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review of records that staff member #5, date of hire July 10, 2010, did not complete the required four clock hours of training in food nutrition planning, preparation, serving proper dish washing and food storage.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 2/18/2021**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that staff member #5, date of hire July 10, 2010, completed approximately six-clock hours of annual training for the year 2020.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 2/18/2021

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020. Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

Technical Assistance

The consultant discussed staff being attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.