



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: 11/20/2019 VisitType: Licensing Study

Arrival: 1:25 PM

Departure: 5:15 PM

CCLC-36957

Semaj Learning Academy

1420 Northwest Drive Atlanta, GA 30318 Fulton County
(404) 794-1006 jameswalton790@yahoo.com

Regional Consultant

Lajuana Williams

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Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation			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.
11/20/2019	Licensing Study	Good Standing	
05/30/2019	Monitoring Visit	Good Standing	
12/18/2018	Licensing Study	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	A/Front	Three Year Olds	1	6	C	26	C	NA	NA	Nap
Main	B/Middle	One Year Olds and Two Year Olds	1	3	C	26	C	NA	NA	Floor Play, Nap
Main	C/Back	Infants	1	2	C	11	C	NA	NA	Floor Play
Main	D/R		0	0	C	14	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 11			Total Capacity @35 sq. ft.: 77			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	38	C

Comments

Plan of Improvement: Developed This Date 11/20/2019

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/Regulations.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

Keisha Reeves, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 11/20/2019 **VisitType:** Licensing Study

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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

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.

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

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please ensure complete addresses are maintained on file for authorized release persons.

Correction Deadline: 11/20/2019

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)**Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that exposed concrete was accessible to the children, at the bottom of posts used to support the shed located on the right side of the play area. Additionally, an exposed nail was observed to be accessible on the wood fencing located at the far right corner at the rear of the play area.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 11/20/2019

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 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.

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

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

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

Comment

Afternoon transportation observed this date. It was discussed that Karli Learning transported children on behalf of the center, therefore transportation authorization sign by parents should reflect this agreement. Additionally, it was discussed that the center was required to maintain signed written authorization for each leg or type of transportation conducted, i.e. home to public school, public school to center, and center to home, etc. In reviewing transportation. it was observed that separate checklists were not maintained for children transported home in two separate routes at two separate times in the afternoon, it was determined this was also the case in the morning. Additionally it was discussed that the driver and Director could only conduct checks of the vehicle if it was empty and all children had been unloaded. It was discussed that upon completing the second route of home transportation that the vehicle did not return to Semaj but to Karli Learning, therefore after the driver or monitor conducted the first check of the vehicle a telephone call was required to Semaj and be documented on the checklist. Checklists are to be turned in to the Director at Semaj on the next business morning.

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on the observation of transportation documentation that the center did not have written authorization for all of the transportation provided. In review of a sample of six authorizations it was observed that information was not complete for 2 of 6 authorizations observed.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 11/21/2019

Finding

591-1-1-.36(7)(d) requires the vehicle be thoroughly checked first by a designated Staff person who was present on the vehicle during the trip and then by a second designated Staff person, who may or may not have been present on the vehicle during the trip. It was determined based on the observation of afternoon transportation on November 20 2019, that two routes of home transportation were conducted, yet center did not have the routes separated on two separate checklists. Home transportation documentation for week of November 11, 2019 through November 15, 2019 was observed and while two checklist sheet were observed for each day the sheets contained a mixture of both routes, therefore it was determine the vehicle was not checked each time it returned to the center.

POI (Plan of Improvement)

The Center will ensure routes are separated onto two separate checklist (corrected on site). The center will ensure that the vehicle is thoroughly checked by a staff person who was present on the vehicle during the trip and also checked by a second staff person. The center will ensure that a telephone call is documented by the center providing transportation after the vehicle is empty and if and when the vehicle does not return to this center.

Correction Deadline: 11/21/2019

Sleeping & Resting Equipment

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

591-1-1-.30(2)(c) - Please ensure when children are combined during the first and last hour day, if they are not in the infant classroom that cribs are available for sleeping for any infants present.

Correction Deadline: 11/20/2019

Staff Records

Records Reviewed: 3**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 10/24/2019

Staff # 2

Not Met

Date of Hire: 11/14/2014

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 3

Not Met

Date of Hire: 08/25/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 1**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Correction Deadline: 5/30/2019****Corrected on 11/20/2019****.09(1)(a) - Previous cite corrected. Complete criminal records observed this date.****Technical Assistance**

591-1-1-.09(1)(j) - Please ensure that Comprehensive Criminal Records checks are ported prior to staff starting at the center.

Correction Deadline: 11/20/2019**591-1-1-.14 First Aid & CPR****Met****Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on observation that an orientation was not on file for 1 of 4 staff.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 11/20/2019**Correction Deadline: 11/20/2019****Corrected on 11/20/2019****.33(3) - Previous cite corrected.****Correction Deadline: 1/17/2019****Corrected on 11/20/2019****.33(5) - Previous cite corrected.**

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 the observation of staff records that ten hours of annual training for license year 2018 was not on file in 2 or 4 records observed.

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: 12/20/2019

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Not Met

Technical Assistance

591-1-1-.32(4) - Discussed ratio rule concerning mixed ages. It was discussed that children under three could not be combined with children three and older with the exception of the first hour the center was open and the last hour the center was open. Please review staffing and schedules to ensure adequate ratio during these time periods. It was advised that ratio during the mixture be based on the youngest child present.

Correction Deadline: 11/20/2019

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation at 4:30 PM the infant staff left was left for the day, leaving an infant, one year old and two-year-old children combined with children three and over in classroom A, including after school age children.

POI (Plan of Improvement)

The Center will ensure staff are scheduled maintain separation of these children under three years old.

Correction Deadline: 11/20/2019

Recited on 11/20/2019

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

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that a child in the preschool room (A) walked out into foyer area while the teacher was in the hallway restroom changing a child.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 11/20/2019