



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: 3/29/2018 VisitType: Monitoring Visit

Arrival: 11:35 AM

Departure: 3:20 PM

CCLC-36957

Semaj Learning Academy

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

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

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margarita.collier@decal.ga.gov

Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation			<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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
03/29/2018	Monitoring Visit	Good Standing	
10/03/2017	Licensing Study	Support	
05/01/2017	POI Follow Up	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 and Four Year Olds	1	6	C	26	C	NA	NA	Snack,Nap,Transitioning
Main	B/Middle		0	0	C	26	C	NA	NA	Not In Use
Main	C/Back	Infants and One Year Olds	1	6	C	11	C	NA	NA	Feeding,Nap,Floor Play,Free 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: 12			Total Capacity @35 sq. ft.: 77							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	38	C

#### Comments

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on October 3, 2017.

Consultant discussed the following information with the director on this date:

- Updated USDA menu guidelines.
- Comprehensive criminal records check due date - October 1, 2018.

Plan of Improvement: Developed This Date 03/29/2018

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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Keisha Reaves, Program Official

Date

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Margarita Collier, Consultant

Date



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### Findings Report

**Date:** 3/29/2018 **VisitType:** Monitoring Visit

**Arrival:** 11:35 AM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Not Met**

#### Technical Assistance

Consultant discussed monitoring toys and equipment for normal wear and tear on this date.

#### Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on consultant's observation five blue table bucket seats were missing the white strap buckles located on the back left side of classroom C/Back.

#### POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

**Correction Deadline: 3/29/2018**

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

**Met**

#### Comment

Center does not provide swimming activities.

### Evening Care

**591-1-1-.32 Staffing/Supervision(CR)**

**Met**

#### Comment

No evening care hours provided

### Facility

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**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on consultant's observation the restroom ventilation was inoperable in classroom D/R and the first right hallway restroom.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 4/28/2018**

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant's observation the following areas need repairing:

- Chipped paint was observed on the red wall exposing the metal on the wall located next to the children's cubbies on the middle right side of classroom D/R.
- Chipped paint was observed above the first right toilet, second right toilet and the hand washing sink located in the first right hallway restroom.
- The third left toilet was inoperable in the first right restroom located in classroom B/Middle.
- Dust was observed on the air vent located on the front left entrance of classroom B/Middle.
- Dust was observed on the air vent located on the back right side of classroom A/Front.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 3/29/2018**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Technical Assistance**

Please ensure the back left gate entrance remains closed at all times. Consultant did not observe any children on the playground on this date.

**Correction Deadline: 3/29/2018****Technical Assistance**

Consultant discussed monitoring playground equipment for normal wear and tear (i.e. rust and chip paint).

**Correction Deadline: 4/8/2018****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 consultant's observation of the center's playground area the following hazards were observed:

- Exposed tree roots were observed at the front right entrance and middle side of the playground area next to the red jungle gym creating a potential tripping hazard.
- Two bolts connecting the black PVC piping surrounding the red jungle gym were protruding creating a potential tripping hazard located at the front right entrance of the playground.

**POI (Plan of Improvement)**

The Center will paint and/or cover the exposed tree roots and exposed bolts. The center will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 3/29/2018**

**Recited on 3/29/2018**

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

**Technical Assistance**

**Technical Assistance**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

- Three components for breakfast: grains, vegetables, fruits or both, and milk
- Five components for lunch grains, meat/meat alternates, fruits, vegetable, and milk or grains, meat/meat alternates, two different types of vegetables, and milk
- Two of five components for snack

Consultant provided the director with an updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers on this date. The crediting handbook for the CACFP can be located on DECAL and USDA's website:

DECAL - <http://decal.ga.gov/CACFP/Handbook.aspx> and USDA - <http://www.fns.usda.gov/cacfp/cacphandbook>

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Met**

**Comment**

Staff stated proper hand washing procedures on this date.

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

**Met**

**Comment**

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

<b>Policies and Procedures</b>
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**591-1-1-.27 Posted Notices**

**Technical Assistance**

**Technical Assistance**

Please make sure that all required signs are posted and up to date.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)**

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Not Met**

**Technical Assistance**

Consultant discussed updated the children's transportation agreements and vehicle emergency forms as needed with the director on this date.

**Correction Deadline: 10/8/2017**

**Corrected on 3/29/2018**

The previous citation was observed to be corrected on this date. Consultant observed van tag number PCT 5935 to have evidence of a current satisfactory vehicle inspection report on this date.

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on consultant's observation of van tag number PCT 5935 the first and second row seats were torn with exposed foam.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

**Correction Deadline: 3/30/2018**

**Correction Deadline: 10/4/2017**

**Corrected on 3/29/2018**

The previous citation was observed to be corrected on this date. Consultant observed the center to have complete documentation of the first check for home and transportation routes completed.

**Correction Deadline: 10/3/2017**

**Corrected on 3/29/2018**

The previous citation was observed to be corrected on this date. Consultant observed the center to have complete documentation of the second check for home and transportation routes completed.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Not Met**

**Technical Assistance**

Consultant discussed monitoring the cribs and mats for normal wear and tear with the director on this date.

**Finding**

591-1-1-.30(1)(a)2 requires that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined based on consultant's observation the third left crib mattress located in classroom C/Back was torn with exposed foam. Consultant did not observe the crib being used on this date.

**POI (Plan of Improvement)**

The center will ensure that a crib mattress is firm, tight-fitting without gaps, at least

**Correction Deadline: 3/29/2018**

**Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on consultant's observation one child in classroom A/Front and two children in classroom C/Back were observed sleeping on torn mats with exposed foam.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 3/29/2018**

**Recited on 3/29/2018**

<b>Staff Records</b>
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**Records Reviewed: 5****Records with Missing/Incomplete Components: 3**

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Staff # 1 Met  
Date of Hire: 01/19/2016

Staff # 2 Not Met  
Date of Hire: 01/01/2017

"Missing/Incomplete Components"  
.24(1)-Evidence of Orientation Missing

Staff # 3 Not Met  
Date of Hire: 03/12/2018

"Missing/Incomplete Components"  
.24(1)-Evidence of Orientation Missing

Staff # 4 Not Met  
Date of Hire: 03/28/2016

"Missing/Incomplete Components"  
.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 5 Met  
Date of Hire: 07/18/2016

**Staff Credentials Reviewed: 5**

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**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**

Consultant reviewed two files for staff members hired since the previous visit was conducted on October 3, 2017. Consultant observed two of two staff members to have evidence of a satisfactory determination letter on file on this date.

**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 consultant's review of the staff files one of five staff members did not have evidence of a current first aid and CPR training card on file on this date.

**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: 4/28/2018****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 consultant's review of staff files two of five staff members did not have evidence of receiving initial orientation.

**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: 3/29/2018**

**Correction Deadline: 11/2/2017**

**Corrected on 3/29/2018**

**The previous citation was observed to be corrected on this date. Consultant observed all required staff members to have completed the health and safety orientation training on this date.**

**Technical Assistance**

Please ensure all newly hired staff members complete the following training:

- Health and safety orientation training within the first 90-days of their date of hire.
- First aid and CPR training within the first 90-days of their date of hire.
- At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children.

Please ensure all staff members that provide direct care to children (supervisory staff, teachers, and substitute teachers) complete the required 10 hours of annual training for the year 2018.

**Correction Deadline: 11/2/2017**

**Corrected on 3/29/2018**

**The previous citation was observed to be corrected on this date. Consultant observed the required staff members to have completed the required first year training within one year of their employment anniversary date.**

**Correction Deadline: 11/2/2017**

**Corrected on 3/29/2018**

**The previous citation was observed to be corrected on this date. Consultant observed all required staff members to have completed the required 10 hours of annual training for the year 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**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.