



**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: 8/21/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:40 AM **Departure:** 11:20 AM

CCLC-37198

Head of the Class Learning Academy #1

2294 Wellborn Rd. Lithonia, GA 30058 DeKalb County
(770) 987-1311 headoftheclass1@gmail.com

Regional Consultant

Roslyn Williams

Phone: (770) 357-7020

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roslyn.williams@dec.al.ga.gov

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.
08/21/2018	Complaint Investigation & Monitoring Visit	Good Standing	
08/09/2018	Complaint Closure	Good Standing	
08/07/2018	Complaint Investigation & Monitoring Visit	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/1R	Infants	1	5	C	14	C	NA	NA	Nap
Main	B/2R	One Year Olds	2	8	C	16	C	NA	NA	Outside
Main	C/3R		0	0	C	10	C	NA	NA	Not In Use
Main	D/R Rear	PreK	2	18	C	18	C	NA	NA	Centers
Main	E/L Rear	Three Year Olds	1	5	C	20	C	NA	NA	Transitioning
Main	F/Front Entrance		0	0	C	26	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 104

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 36

Total Capacity @35 sq. ft.: 104

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG/Front	18	C
Main	PG/Rear	51	C

Comments

Plan of Improvement: Developed This Date 08/21/2018

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. 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.

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). 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

Keyerin Coleman, Program Official

Date

Roslyn Williams, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

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.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

All rooms were observed to be within the capacity limitations.

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Defer

Defer

591-1-1-.26(4)-During the previous regulatory visit, the Consultant gave the Center the deadline of August 30, 2018 to repair the fence. This rule will be deferred and reevaluated on or after August 30, 2018.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 8/7/2018

Defer

591-1-1-.26(6)-During the previous regulatory visit, the Consultant gave the Center the deadline of August 30, 2018 to correct this citation. This rule will be deferred and reevaluated on or after August 30, 2018.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 8/7/2018

Defer

591-1-1-.26(9)-During the previous regulatory visit, the Consultant gave the Center a deadline of August 30, 2018 to correct this citation. This rule will be deferred and reevaluated on or after August 30, 2018.

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: 8/7/2018

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) Met

Comment

No medication administered at this time.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Defer

591-1-1-.36(4)(b)-During the previous regulatory visit, the Consultant gave the Center the deadline of August 30, 2018 to correct this citation. This rule will be deferred and reevaluated on or after August 30, 2018.

POI (Plan of Improvement)

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

Correction Deadline: 8/8/2018

Sleeping & Resting Equipment

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on observation that an infant was observed sleeping with a blanket in the crib.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

Correction Deadline: 8/21/2018

Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/13/2018	
Staff # 2	Met
Date of Hire: 07/05/2018	
Staff # 3	Met
Date of Hire: 08/20/2018	
Staff # 4	Met
Date of Hire: 12/01/2017	
Staff # 5	Met
Date of Hire: 10/20/2010	
Staff # 6	Met
Date of Hire: 02/07/2018	
Staff # 7	Met
Date of Hire: 04/09/2014	
Staff # 8	Met

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Date of Hire: 02/01/2018

Staff # 9

Met

Date of Hire: 12/18/2013

Staff Credentials Reviewed: 9

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal records checks were observed to be complete.

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)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

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

The following information is associated with a Complaint Investigation Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 8/9/2018

Corrected on 8/21/2018

.03(9) - Consultant observed teachers and children engaged in developmentally appropriate activities.