



**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:** 2/4/2020    **VisitType:** Licensing Study    **Arrival:** 9:10 AM    **Departure:** 1:10 PM

**CCLC-37405**

**Benjamin Preparatory School of Academics & Performing Arts**

2445 Church Road SE Atlanta, GA 30339 Cobb County  
 (770) 436-5200 nkelly@benjaminprep.com

**Mailing Address**  
 Same

**Regional Consultant**

Courtney Moody

Phone: (800) 796-7861

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courtney.moody@decal.ga.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
02/04/2020	Licensing Study	Good Standing
08/28/2019	Monitoring Visit	Good Standing
02/07/2019	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	5th Right- Shooting Stars B	Three Year Olds and Four Year Olds	1	13	C	14	C	NA	NA	Free Play
Main	Rm. 107G-3rd Left	Two Year Olds	1	10	C	11	C	NA	NA	Music
Main	Rm.-103D-Show Kids	Four Year Olds	1	11	C	12	C	NA	NA	Centers
Main	Rm.-106H-4th Left	Two Year Olds and Three Year Olds	2	14	C	17	C	NA	NA	Free Play
Main	Rm.-108 F-2nd Left-Tiny Tappers	One Year Olds and Two Year Olds	1	11	C	12	C	NA	NA	Transitioning
Main	Rm.-109B-1st Left-Tiny Tappers	One Year Olds	1	7	C	11	C	NA	NA	Diapering
Main	Rm.-4th Right-Shooting Stars A	Three Year Olds	1	9	C	10	C	NA	NA	Free Play
Main	Rm.-Tiny Tappers A	One Year Olds	1	3	C	8	C	NA	NA	Free Play
Main	Rm-1st Right- Tiny Dreamers	Infants	2	9	C	17	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 112						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 87			Total Capacity @35 sq. ft.: 112			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B- All Ages-Left side of Bldg	66	C
Main	Playgd A- Back of Bldg	15	C

**Comments**

Plan of Improvement: Developed This Date 02/04/2020

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.decal.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Nadia Galloway, Program Official

Date

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Courtney Moody, Consultant

Date



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### Findings Report

**Date:** 2/4/2020    **VisitType:** Licensing Study    **Arrival:** 9:10 AM    **Departure:** 1:10 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Not Met**

**Finding**

591-1-1-.12(6) requires that a variety of age-appropriate toys and play materials be available, stored on low, open shelves accessible to children in each room or assigned area. It was determined based on observation that books in Room 102 were on a high bookshelf in a basket not accessible to children. The book shelf was observed to be empty.

**POI (Plan of Improvement)**

The Center director will ensure there is a variety of age-appropriate toys and play materials in each room for each age group. that are stored on low, open shelves accessible to children.

**Correction Deadline: 3/5/2020**

**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**

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)**

**Met**

**Comment**

Playground observed to be clean and in good repair.

**Correction Deadline: 8/28/2019**

Corrected on 2/4/2020  
.26(4) - Corrected.

## Health and Hygiene

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

Met

**Comment**

Proper diapering procedures observed.

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

Met

**Comment**

Proper hand washing observed throughout the center.

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

Met

**Comment**

The Provider currently does not dispense/administer medication.

## Safety

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

Met

**Comment**

Age-appropriate discussion and/or redirection observed.

### 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**

Center does not provide routine transportation.

## 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.

**Correction Deadline: 8/28/2019**

Corrected on 2/4/2020

.30(2)(c) - Corrected.

## Staff Records

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 07/30/2019

Staff # 2

Met

Staff # 3

Met

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 1**

Staff # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 02/11/2019	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 03/07/2017	
Staff # 10	Met
Staff # 11	Met

**Staff Credentials Reviewed: 1**

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

**Finding**

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on review of records that the Director did not have a new Comprehensive Records Check Determination on file at least once every five years, as required. The current comprehensive determination letter expired on October 22, 2019.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will [ ] to ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 [ ] to ensure CRC rules are maintained.

**Correction Deadline: 2/4/2020**

**591-1-1-.14 First Aid & CPR Met**

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**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.

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

**Met**

**Comment**

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