



**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:** 12/11/2018 **VisitType:** Monitoring Visit

**Arrival:** 1:20 PM

**Departure:** 5:15 PM

**CCLC-38120**

**Early Learning Scholars II**

3792 Memorial College Avenue Clarkston, GA 30021 DeKalb County  
 (404) 294-7010 IMtara319@gmail.com

**Regional Consultant**

Chrische Walker

Phone: (770) 359-5166

Fax: (678) 891-5618

chrische.walker@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<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.
12/11/2018	Monitoring Visit	Good Standing	
03/14/2018	Licensing Study	Good Standing	
08/03/2017	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
Single	A/1L	Three Year Olds and Four Year Olds	1	13	C	17	C	24	C	Nap
Single	B/2L	PreK	2	16	C	27	C	NA	NA	Story
Single	C/Middle	Infants and One Year Olds and Two Year Olds	4	12	C	22	C	NA	NA	Nap
Single	D/1R	PreK	2	13	C	29	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 72			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Playground Limitations					
Total # Children this Date: 54			Total Capacity @35 sq. ft.: 72		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Single	PG/A	24	C

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and to follow up from the previous visit on March 14, 2018. The consultant left a Documentation of Orientation Form and information for out of state background checks information on this date.

A one-day letter was left on this date.

Plan of Improvement: Developed This Date 12/11/2018

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).



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)

Tara Armstrong, Program Official

Date

Chrische Walker, Consultant

Date



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### Findings Report

**Date:** 12/11/2018 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.03 Activities**

**Not Met**

#### Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that lesson plans were not current and available in the left side of the toddler Classroom C/Middle.

#### POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 12/12/2018**

**Recited on 12/11/2018**

**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)**

**N/A**

#### 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.

Correction Deadline: 3/14/2018

Corrected on 12/11/2018

.25(13) - The previous citation has been corrected on this date. The consultant did not observe several hazards that were accessible to the children in all classrooms. The program will continue to monitor any potential hazardous items for the children on a daily basis.

**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 observation that an off white color wallpaper was observed to be peeling in the hallway bathroom across from the classroom D/1R. It was further determined that a lower brown based cover was observed to be peeling near the children's lockers on the front bottom left in Classroom B/2L.

**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: 12/11/2018

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

Met

**Comment**

Please monitor standing water on equipment before the children access the playground.

**Food Service**

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

Not Met

**Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on observation an infant feeding plan was not available for one infant present in the right side infant Classroom C/Middle.

**POI (Plan of Improvement)**

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 12/12/2018

Recited on 12/11/2018

Correction Deadline: 3/15/2018

Corrected on 12/11/2018

.15(3) - The previous citation has been corrected on this date. The consultant observed infant bottles to be labeled in the right side Classroom C. The program will continue to monitor the infant bottles for the required information.

**Health and Hygiene**

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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Staff state proper knowledge of diapering procedures.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Proper hand washing observed throughout the center.

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Correction Deadline: 3/14/2018**

**Corrected on 12/11/2018**

**.20(4) - The previous citation has been corrected on this date. The consultant did not observe medication on site on this date. The provider stated that there has been no medication administered as of this date.**

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

Age-appropriate discussion and/or redirection observed.

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Technical Assistance</b>
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**Comment**

A current and completed inspection was observed for all vehicles used in transporting children this date. Please ensure to file a current copy at the present facility.

**Comment**

Complete documentation of transportation observed. Great job!

**Technical Assistance**

591-1-1-.36(3)(a-b) - Please ensure that all current drivers complete the required transportation training.

**Correction Deadline: 12/21/2018**

**Technical Assistance**

591-1-1-.36(4)(b) - Please monitor the seat covers for wear and tear on the vehicle with the tag number RCR8076.

**Correction Deadline: 12/12/2018**

**Correction Deadline: 3/15/2018**

**Corrected on 12/11/2018**

**.36(7)(d)1. - The previous citation has been corrected on this date. The consultant observed complete documentation for first signature checks on the last checklists for the month of November.**

**Correction Deadline: 3/14/2018**

**Corrected on 12/11/2018**

**.36(7)(d)2. - The previous citation has been corrected on this date. The consultant observed completed documentation for second check signatures on the last two checklists for the month of November 2018.**

<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Not Met</b>
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**Comment**

Pleasant naptime environment observed.

## 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 one sleeping infant was observed to have a string attach to the pacifier in the right side infant Classroom C/Middle. It was further determined that a sleeping infant had a bib attached around the neck and a stuffed animal was attached to the pacifier in the right side infant Classroom C/Middle.

### 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: 12/11/2018**

Staff Records	
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**Records Reviewed: 15**

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

Staff # 1	Met
Date of Hire: 12/05/2016	
Staff # 2	Met
Date of Hire: 09/12/2018	
Staff # 3	Met
Date of Hire: 11/01/2018	
Staff # 4	Met
Date of Hire: 06/07/2016	
Staff # 5	Not Met
Date of Hire: 08/14/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate	
Staff # 6	Met
Date of Hire: 05/15/2017	
Staff # 7	Met
Date of Hire: 12/01/2018	

**Records Reviewed: 15****Records with Missing/Incomplete Components: 3**

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Staff # 8	Not Met
Date of Hire: 07/30/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 9	Met
Date of Hire: 08/01/2016	
Staff # 10	Met
Date of Hire: 08/15/2016	
Staff # 11	Not Met
Date of Hire: 06/25/2014	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 12	Met
Date of Hire: 01/12/2009	
Staff # 13	Met
Date of Hire: 08/05/2013	
Staff # 14	Met
Date of Hire: 03/22/2018	
Staff # 15	Met
Date of Hire: 06/11/2018	

**Staff Credentials Reviewed: 15**

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

Director provided eight files for employees hired since last visit.

**Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on observation that a staff member with a national satisfactory determination letter was present in a classroom without being supervised by a director or an employee with a valid and current satisfactory Comprehensive Records Check Determination. A one-day letter was left on this date.

**POI (Plan of Improvement)**

The Center will ensure that every Provisional Employee has a valid and current satisfactory Fingerprint 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 and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint 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 Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required.

**Correction Deadline: 12/11/2018**

**Technical Assistance**

591-1-1-.09(1)(i) - The consultant discussed with the Director that any staff member with a national satisfactory determination letter on site will need to be supervised with a staff member with a satisfactory Comprehensive Records Check Determination.

**Correction Deadline: 12/11/2018**

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**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 that two employees hired on July 30, 2018 and August 14, 2018, did not have current evidence of first aid and CPR certification within 90 days of employment.

**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: 1/10/2019**

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

Please ensure completed orientation checklists are documented and signed.

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one employee hired on June 25, 2014, did not complete the health and safety training by December 29, 2016. It was further determined that one employee hired on August 14, 2018, did not complete the health and safety training within 90 days of employment.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 1/10/2019**

**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

**Comment**

Please remember that the Director and any persons with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.



**Correction Deadline: 1/10/2019**

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<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.

**Correction Deadline: 3/14/2018**

**Corrected on 12/11/2018**

**.32(2) - The previous citation has been corrected on this date. The consultant observed the Infant and Toddler Classroom C/Middle to be in staff/child ratio on this date.**

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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.