



**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:** 2/18/2020    **VisitType:** POI Follow Up    **Arrival:** 11:45 AM    **Departure:** 1:00 PM

**CCLC-38251**

**Future Leaders Christian Academy Decatur**

3514 Kensington Road Decatur, GA 30032 DeKalb County  
 (404) 272-7609 decatur@futureleadersfca.com

**Regional Consultant**

Laurel Benta

Phone: (770) 357-3279

Fax: (770) 357-3281

carrie.spangler@decal.ga.gov

**Mailing Address**

2738 Tupelo St  
 Atlanta, GA 30317

**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.
02/18/2020	POI Follow Up	Good Standing	
01/28/2020	Complaint Closure	Good Standing	
01/21/2020	Complaint Investigation & 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/1L	One Year Olds and Two Year Olds	1	5	C	12	C	NA	NA	Nap
Main	B/2L		0	0	C	13	C	NA	NA	
Main	C/3L		0	0	C	18	C	NA	NA	
Main	D/3R		0	0	C	9	C	NA	NA	
Main	E/2R	Infants	1	2	C	9	C	NA	NA	Nap
Main	F/1R	Three Year Olds and Four Year Olds	1	4	C	18	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 79						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 11			Total Capacity @35 sq. ft.: 79			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG (Up & Lower)	78	C

**Comments**

Discussed lead teacher requirements on this date.

Plan of Improvement: Developed This Date 02/18/2020

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)

Stephanie Alkhalayleh, Program Official

Date

Laurel Benta, Consultant

Date



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### Findings Report

**Date:** 2/18/2020    **VisitType:** POI Follow Up    **Arrival:** 11:45 AM    **Departure:** 1:00 PM

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The following information is associated with a POI Follow Up:

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 4**

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(1)(a)-Work Number Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number Missing	

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that three out of five children records lacked parents' work address and number and two out of five children's files lacked the release person's address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 2/18/2020****Recited on 2/18/2020**

<b>Facility</b>
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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Correction Deadline: 2/4/2020****Corrected on 2/18/2020**

**.25(3) - The previous citation was corrected on this date. The consultant observed new sinks in the classroom and the walls to be repainted.**

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**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 2/4/2020****Corrected on 2/18/2020**

**.26(4) The previous citation was corrected. Due to inclement weather the consultant observed from the building that the new wooden posts were placed and gaps were covered.**

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation the there was no documentation of fire drills conducted for the month January 2020.

**POI (Plan of Improvement)**

The provider stated that she no longer has the documentation of the drills. The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 2/28/2020****Recited on 2/18/2020**

**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on observation that the annual vehicle inspection did not include evidence of any repairs and/or replacements that were identified as needed on the inspection report.

**POI (Plan of Improvement)**

The Center will complete repairs in a timely manner.

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

**Recited on 2/18/2020**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met**

**Correction Deadline: 1/28/2020**

**Corrected on 2/18/2020**

**.30(1)(a)2 - The previous citation was corrected on this date. The consultant observed new mattress without rips.**

**Correction Deadline: 1/21/2020**

**Corrected on 2/18/2020**

**.30(1)(a)3 - The previous citation was corrected on this date. The consultant observed crib sheets to be tight-fitting.**

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

**Correction Deadline: 2/20/2020**

**Corrected on 2/18/2020**

**.14(1) - The previous citation was corrected on this date. The consultant observed cpr/first aid for employees on file.**

**591-1-1-.33 Staff Training****Met**

**Correction Deadline: 2/20/2020**

**Corrected on 2/18/2020**

**.33(3) - The previous citation was corrected on this date. The employee is no longer employed.**

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

**Correction Deadline: 1/24/2020**

**Corrected on 2/18/2020**

**.31(1)(b)2. The previous citation was corrected on this date. The consultant observed the 40-hour Director's training on file.**

## Staffing and Supervision

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

Met

Correction Deadline: 1/21/2020

Corrected on 2/18/2020

.32(4) - The previous citation was corrected on this date.The consultant observed appropriate ratios.