



**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: 7/16/2019 **VisitType:** Licensing Study **Arrival:** 11:25 AM **Departure:** 2:50 PM

CCLC-38373

Buford Children's Academy

4440 Commerce Drive Buford, GA 30518 Gwinnett County
(678) 765-7870 bufordchildrensacademy@gmail.com

Regional Consultant

Malissa Champion

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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.
07/16/2019	Licensing Study	Good Standing	
03/14/2019	Monitoring Visit	Good Standing	
10/02/2018	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 - 1R	Three Year Olds and Four Year Olds and Six Year Olds and Over	2	14	C	20	C	NA	NA	Nap
Main	B - 2R	Four Year Olds and Five Year Olds	1	6	C	18	C	NA	NA	Nap
Main	C - 3R		0	0	C	23	C	NA	NA	
Main	D - 4R		0	0	C	21	C	NA	NA	
Main	E - Rear	Six Year Olds and Over	2	7	C	26	C	NA	NA	Field Trip
Main	F - 3L		0	0	C	14	C	NA	NA	
Main	G - 2L	One Year Olds and Two Year Olds	1	8	C	14	C	NA	NA	Nap
Main	H - 1L	Infants	2	6	C	14	C	NA	NA	Floor Play,Nap
Total Capacity @35 sq. ft.: 150						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 41			Total Capacity @35 sq. ft.: 150			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Left	24	C
Main	B - Middle	169	C
Main	C - Right	66	C

Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit conducted on March 14, 2019.

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.dec.state.ga.us/CCS/Regulations.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@dec.state.ga.us.

- 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.state.ga.us/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.dec.state.ga.us/>
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.state.ga.us

Vanessa Persaud, Program Official

Date

Malissa Champion, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

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 in each of the classrooms at the facility on this date.

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: 7/16/2019

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)

Not Met

Finding

591-1-1-.35(3) requires the Center to maintain Staff:child ratios as follows to provide proper supervision of children engaged in swimming and water-related activities in water over two feet deep: Under 2 1/2 years = 1:2, 2 1/2 to 4 years = 1:5, 4 years and older who cannot swim a distance of 15 yards unassisted = 1:6, 4 years and older who can swim a distance of 15 yards unassisted as determined by a swimming test = 1:15. At least one qualified lifeguard must be present. Copies of certificates from a recognized water-safety class may be accepted in lieu of requiring each child to take a swimming test to determine if the child can swim 15 yards unassisted. It was determined based on a review of records that Center Staff did not have evidence of each child's swim test on this date.

POI (Plan of Improvement)

The Center will ensure that adequate numbers of Staff are available to maintain the required Staff:child ratios. Staff will determine each child's swimming ability by performing a swim test and document the results of the test or will obtain copies of certificates from recognized water safety instructors for children not tested at the Center. A certified lifeguard will be present at the pool during swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that an unlocked cabinet in classroom H-1L contained the following hazards accessible to children on this date:

- Two bottles of Clorox Bleach.
- One bottle of Awesome floor cleaner.
- One container of Clorox wipes.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 7/16/2019

Correction Deadline: 3/14/2019

Corrected on 7/16/2019

.25(3) - The previous citation was observed to be corrected on this date. Consultant observed all toilets and sinks to be in working order during a walk through of the facility on this date.

Technical Assistance

591-1-1-.25(3) - Consultant discussed monitoring the walls and floors throughout the center for chipping paint and dirt build-up.

Correction Deadline: 7/16/2019

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

Comment

Playground observed to be clean and in good repair.

Food Service

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

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health **Not Met**

Finding

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that a child in the H-1L classroom had a pacifier clip attached to their clothing creating a potential choking hazard on this date.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 7/16/2019

Recited on 7/16/2019

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 stated proper hand washing procedures.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices **Met**

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting **Met**

Comment

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)

Met

Comment

Field trip documentation observed to be complete.

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

Met

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 3

Staff # 1

Not Met

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2

Not Met

Date of Hire: 08/01/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Met

Staff # 4

Met

Date of Hire: 09/07/2016

Staff # 5

Met

Staff # 6

Not Met

Date of Hire: 10/19/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 3**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided five (5) files for employees hired since last visit on March 14, 2019.

Correction Deadline: 3/14/2019**Corrected on 7/16/2019****.09(1)(b) - The previous citation was observed to be corrected on this date. Consultant observed criminal records checks to be complete on this date.****Correction Deadline: 3/14/2019****Corrected on 7/16/2019****.09(1)(j) - The previous citation was observed to be corrected on this date. Consultant observed criminal records checks to be complete on this date.****591-1-1-.14 First Aid & CPR****Met****Comment**

Complete first aid kits observed in center and on vehicles.

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

Correction Deadline: 7/26/2019**Corrected on 7/16/2019****.14(2) - The previous citation was observed to be corrected on this date. Consultant observed all staff to be current and up to date on first aid and CPR on this date.****591-1-1-.33 Staff Training****Not Met****Correction Deadline: 3/29/2019****Corrected on 7/16/2019****.33(3) - The previous citation was observed to be corrected on this date. Consultant observed staff to have completed health and safety orientation training.****Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that six (6) of 14 staff members did not complete the required 10 hours of annual training for the year 2018.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 8/15/2019**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

Adequate supervision observed on this date.