



**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: 3/11/2021 **VisitType:** Monitoring Visit **Arrival:** 11:00 AM **Departure:** 1:00 PM

CCLC-38373

Buford Children's Academy

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

Regional Consultant

Margarita Collier

Phone: (770) 342-7934
Fax: (678) 891-5989
margarita.collier@decal.ga.gov

Mailing Address
Same

Quality Rated: ★

Compliance Zone Designation		
03/11/2021	Monitoring Visit	Good Standing
09/24/2020	Licensing Study	Good Standing
02/03/2020	POI Follow Up	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	A - 1R		0	0	C	20	C	NA	NA	
Main	B - 2R		0	0	C	18	C	NA	NA	
Main	C - 3R		0	0	C	23	C	NA	NA	
Main	D - 4R		0	0	C	21	C	NA	NA	
Main	E - Rear	Three Year Olds and Four Year Olds	3	13	C	26	C	NA	NA	Lunch
Main	F - 3L		0	0	C	14	C	NA	NA	
Main	G - 2L	One Year Olds and Two Year Olds	2	10	C	14	C	NA	NA	Nap
Main	H - 1L	Infants	1	3	C	14	C	NA	NA	Feeding,Nap
Total Capacity @35 sq. ft.: 150						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 26			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

A virtual visit was completed on March 11, 2021. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 03/11/2021

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.

- 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

Vanessa Persaud, Program Official

Date

Margarita Collier, Consultant

Date



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

Findings Report

Date: 3/11/2021 **VisitType:** Monitoring Visit **Arrival:** 11:00 AM **Departure:** 1:00 PM

CCLC-38373

Buford Children's Academy

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

Mailing Address
Same

Regional Consultant

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.gov

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

Licensed capacity observed to be routinely met by center.

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

Met

Comment

Center appears clean and well maintained.

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.

Food Service

Technical Assistance

The consultant discussed new revision to restricted food. Foods that are associated with young children’s choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/wind pipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Technical Assistance

The consultant discussed revision to the written feeding plans for children under the age of 1 years old. Age appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child’s primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

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 stated the proper handwashing procedures for staff and children.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.29 Required Reporting

Technical Assistance

Technical Assistance

The consultant discussed the required reporting process via DECAL KOALA with the director (i.e., communicable illness, program operating status, child abuse, neglect, deprivation, etc.).

Safety

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

Met

Comment

A virtual visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the director on this date.

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

Not Met

Comment

The consultant observed the following vehicle to have evidence of a current vehicle inspection:
- Tag number CIY7315 - Expires July 22, 2021

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of documentation that the center did not document in writing, with a check or other marks/symbol the load and unloading of one of six children receiving school transportation services to Sugar Hill Elementary on February 26, 2021.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 3/12/2021

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

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.

Staff Records

Records Reviewed: 7 Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 03/22/2016	
Staff # 2	Met
Date of Hire: 08/20/2020	
Staff # 3	Met
Staff # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 5	Not Met
Date of Hire: 09/06/2016	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 6	Met
Staff # 7	Met

Staff Credentials Reviewed: 3

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Technical Assistance

Comment

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit was conducted on September 24, 2020.

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members', therapist, independent contractors, and/or volunteers criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members, therapist, independent contractors, and/or volunteers that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members, therapist, independent contractors, and/or volunteers have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired, seasonal staff members, therapist, independent contractors, and/or volunteers with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

Comment

The consultant observed seven of seven staff members to have evidence of a satisfactory comprehensive determination letter on file.

591-1-1-.33 Staff Training

Met

Correction Deadline: 10/15/2018

Corrected on 3/11/2021

The previous citation was corrected. The previous citation was corrected on July 16, 2019.

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

Not Met

Comment

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on February 15, 2021.

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on review of records that staff member #4 and staff member #5 did not meet the minimum academic requirements required to serve as a lead teacher.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The center will submit staff member #4's credentials to be reviewed to confirm area of study and type of credential. The center will further confirm that staff member #5 has completed and earned a CDA credential in early childhood education.

Correction Deadline: 3/11/2021

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)

Technical Assistance

Comment

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

Technical Assistance

The consultant discussed staff being attentive and participating with all children during mealtime and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.