



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: 7/28/2022 **VisitType:** Licensing Study

Arrival: 9:30 AM

Departure: 11:20 AM

CCLC-38490

Once Upon A Time Academy, LLC

925 Highway 138 West Stockbridge, GA 30281 Henry County
 (678) 604-7398 onceuponatimeacademy@gmail.com

Regional Consultant

April Brown

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april.brown@dec.al.ga.gov

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.
07/28/2022	Licensing Study	Good Standing	
01/06/2022	Monitoring Visit	Good Standing	
09/17/2021	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	Two Year Olds	1	11	NC	16	C	NA	NA	Free Play, Diapering
Main	B	Infants	1	1	C	10	C	NA	NA	Free Play
Main	C	One Year Olds	2	9	C	15	C	NA	NA	Centers
Main	D	Three Year Olds and Four Year Olds	2	14	C	23	C	NA	NA	Free Play
Main	E		0	0	C	23	C	NA	NA	Not In Use
Main	F	Five Year Olds and Six Year Olds and Over	2	13	C	21	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 108			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 48			Total Capacity @35 sq. ft.: 108							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infant/Toddler	25	C
Main	B	78	C

Comments

The administrative review was completed on August 5, 2022.

Plan of Improvement: Developed This Date 07/28/2022

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.decgal.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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@decgal.ga.gov for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Kiara Greene, Program Official

Date

April Brown, 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

Technical Assistance

Technical Assistance

Please ensure center staff refrain from engaging in, or allowing children or other adults to engage in, activities that could be detrimental to a child's health or well-being, such as but not limited to, horse play, rough play, wrestling, and picking up a child in a manner that could cause injury.

Correction Deadline: 7/28/2022

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

Met

Comment

Discussed with the director and staff members in Classroom C (one-year-old classroom) the procedures of daily disinfecting of toys and equipment as required.

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities at this time.

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**

Parent authorizations obtained and completed as required.

Comment

Records were observed to be complete and well organized on this date.

Facility**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be met by the center on this date.

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

Center appears clean and well maintained on this date. Consultant discussed with the director to ensure vents in the children's bathrooms are attached properly and are also a part of cleaning daily as required.

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

Please ensure outdoor equipment is free of lead-based paint, sharp corners and are regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. Consultant discussed replacing rusted "S" hooks that were connected to the multicolored climbing structure and replacing the strings of the basketball goal on Playground B.

Correction Deadline: 8/7/2022**Technical Assistance**

Please ensure the playgrounds are free of hazards, such as but not limited to rocks, exposed tree roots, etc. Consultant discussed with the director, spraying tree roots and removing the wooden boards that were used for a previous garden since it was no longer in use in order to prevent tripping hazards on Playground B.

Correction Deadline: 7/28/2022**Food Service****591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines on this date.

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

Kitchen appears clean and well organized on this date.

Health and Hygiene

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

Hand washing requirements for diapering were discussed with the director and staff members on this date.

591-1-1-.17 Hygiene(CR)	Met
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Comment

Staff were observed to remind children to wash hands on this date.

591-1-1-.20 Medications(CR)	N/A
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Comment

The center currently does not dispense or administer medication at this time.

Policies and Procedures

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

Program observed to have completed emergency drills as required on this date.

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

Discussed reporting requirements with the director on this date.

Safety

591-1-1-.05 Animals	N/A
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Comment

Center does not keep animals on premises at this time.

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

Age-appropriate discussion and redirection observed on this date.

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

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

Center does not provide routine transportation at this time. However, a completed inspection was conducted on July 26, 2022 for vehicle with tag number ending in ENE439.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position with the director and infant staff member on this date.

Staff Records

Records Reviewed: 13

Records with Missing/Incomplete Components: 0
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Staff # 1

Met

Date of Hire: 01/24/2022

Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Staff # 2 Met

Date of Hire: 07/07/2021

Staff # 3 Met

Date of Hire: 06/23/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4 Met

Staff # 5 Met

Date of Hire: 07/28/2021

Staff # 6 Met

Date of Hire: 11/29/2021

Staff # 7 Met

Date of Hire: 02/01/2016

Staff # 8 Met

Date of Hire: 07/07/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 9 Met

Date of Hire: 07/27/2021

Staff # 10 Met

Date of Hire: 02/28/2022

Staff # 11 Met

Date of Hire: 07/14/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 12 Met

Date of Hire: 07/28/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 13 Met

Date of Hire: 02/01/2016

Staff Credentials Reviewed: 12

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

Criminal record checks were observed to be complete on this date.

Comment

Director provided six files for employees hired since the last visit which was completed on January 6, 2022.

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

Comment

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

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

Documentation observed of required annual staff training for 2021.

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

Staff observed to be compliant with applicable laws and regulations on this date.

Staffing and Supervision**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Not Met****Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined that in Classroom A (two-year-old classroom) there was a staff:child ratio of 1:11 instead of 1:10 as required.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 7/28/2022

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

A supervision plan was discussed with the director regarding repositioning a shelf in Classroom A (two-year-old classroom) so that adequate supervision could be maintained with one staff member in the room on this date.

Comment

Adequate supervision observed on this date.