



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: 9/17/2021 **VisitType:** Licensing Study **Arrival:** 2:00 PM **Departure:** 5:00 PM

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

Phone: (770) 357-5101

Fax: (770) 357-5102

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.
09/17/2021	Licensing Study	Good Standing	
06/16/2021	Licensing Study	Good Standing	
11/06/2020	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
Main	A	Two Year Olds	1	9	C	16	C	NA	NA	Free Play
Main	B	Infants	1	6	C	10	C	NA	NA	Free Play
Main	C		0	0	C	15	C	NA	NA	Not In Use
Main	D	Three Year Olds	2	12	C	23	C	NA	NA	Centers
Main	E		0	0	C	23	C	NA	NA	Not In Use
Main	F		0	0	C	21	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 108

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 27

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

An Administrative Review was conducted on September 17, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 20, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 09/17/2021

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

Kiara Greene, Program Official

Date

April Brown, 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: 9/17/2021 **VisitType:** Licensing Study

Arrival: 2:00 PM

Departure: 5:00 PM

CCLC-38490

Once Upon A Time Academy, LLC

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

Mailing Address
Same

Regional Consultant

April Brown

Phone: (770) 357-5101
Fax: (770) 357-5102
april.brown@dec.al.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

N/A

Comment

Center does not provide swimming activities per the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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 on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Records were observed to be complete and well organized on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Licensed capacity observed to be met by the center on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Center appears clean and well maintained on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Please be mindful to keep items that pose a hazard inaccessible to children. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Discussed maintenance of resilient surface. Please fluff and redistribute as needed due to rain. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Playgrounds observed to be clean and in good repair on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Center menu meets USDA guidelines on this date. Consultant discussed new revision to restricted food rule which states: 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/windpipe 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. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Kitchen appears clean and well organized on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Hand washing requirements for diapering were discussed with the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Staff were observed to remind children to wash hands on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

The center currently does not dispense or administer medication per the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Policies and Procedures

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

Program observed to have completed emergency drills as required on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Discussed reporting requirements with the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Safety

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

Center does not keep animals on premises per the director on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Age-appropriate discussion and redirection observed on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Center does not participate in field trips at this time. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

A current and completed inspection was observed for one vehicle used in transporting children on this date; however, the center does not provide routine transportation at this time per the director. Vehicle with tag number ending in W4729 had an inspection completed on May 21, 2021. A Virtual Visit was conducted due to the COVID-19 pandemic.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position with the director and infant staff member on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Staff Records

Records Reviewed: 8**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Records Reviewed: 8**Records with Missing/Incomplete Components: 0**

Date of Hire: 03/19/2019

Staff # 2

Met

Date of Hire: 06/28/2021

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

Staff # 3

Met

Date of Hire: 07/28/2021

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

Staff # 4

Met

Date of Hire: 02/01/2016

Staff # 5

Met

Date of Hire: 07/15/2019

Staff # 6

Met

Staff # 7

Met

Date of Hire: 11/20/2019

Staff # 8

Met

Date of Hire: 02/01/2016

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

Director provided two files for employees hired since last visit which was completed on June 16, 2021. A Virtual Visit was conducted due to the COVID-19 pandemic.

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. Consultant discussed with the director to ensure staff members who provide direct care to children satisfactorily obtain certification in hands on, in person first aid and CPR within 90 days of their hire date if employed after September 30, 2016. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Documentation observed of required annual staff training for 2020 on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Comment

The director completed the four hour nutrition training on December 1, 2016. A Virtual Visit was conducted due to the COVID-19 pandemic.

Correction Deadline: 10/17/2021**591-1-1-.31 Staff(CR)****Met**

Comment

Staff observed to be compliant with applicable laws and regulations on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios on this date. A Virtual Visit was conducted due to the COVID-19 pandemic.

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

Adequate supervision observed on this date. Consultant discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. A Virtual Visit was conducted due to the COVID-19 pandemic.