



**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:** 9/17/2019 **VisitType:** Monitoring Visit **Arrival:** 11:00 AM **Departure:** 2:00 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:** ★

<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.
09/17/2019	Monitoring Visit	Good Standing	
08/21/2019	Complaint Closure	Good Standing	
07/16/2019	Complaint Investigation 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	Two Year Olds	1	9	C	16	C	NA	NA	Nap
Main	B	Infants	1	5	C	10	C	NA	NA	Free Play,Nap
Main	C	One Year Olds	1	8	C	15	C	NA	NA	Nap
Main	D	Three Year Olds	1	12	C	23	C	NA	NA	Nap
Main	E	Four Year Olds	1	8	C	23	C	NA	NA	Nap
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: 42

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**

Plan of Improvement: Developed This Date 09/17/2019

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Kiara Greene, Program Official

Date

April Brown, Consultant

Date



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### Findings Report

**Date:** 9/17/2019 **VisitType:** Monitoring Visit

**Arrival:** 11:00 AM

**Departure:** 2:00 PM

**CCLC-38490**

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The following information is associated with a Monitoring Visit:

#### 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.

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

**N/A**

**Comment**

Center does not provide swimming activities at this time. No pool on property 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)**

**Technical Assistance**

**Technical Assistance**

Please be mindful to keep items that pose a hazard inaccessible to children. Please ensure safety latches are in working order in the two-year-old Classroom A located underneath the diaper changing table.

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

**Not Met**

**Comment**

Playgrounds observed to be clean and in good repair on this date.

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation two inches of mulch was underneath the fall zones of the large yellow slide, rock climbing area, and white climbing rails on Playground B instead of six inches of resilient surface which was required.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 9/27/2019**

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

Staff stated proper knowledge of diapering procedures on this date.

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

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

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

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

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

**Correction Deadline: 4/13/2019**

**Corrected on 9/17/2019**

Correction of citation in that all enrolled infants had signed safe sleep practices forms on file as required.

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

Age-appropriate discussion and redirection observed on this date.

**591-1-1-.36 Transportation(CR)****Technical Assistance****Comment**

A current and completed inspection was observed for two vehicles with license plate ending in NE439 and E7014. The inspection was completed on August 14, 2019.

**Technical Assistance**

Complete documentation of transportation observed on this date. Consultant discussed with the director to ensure the accurate departure times are documented as required. Consultant also discussed ensuring the staff person's names are listed on the transportation forms as required.

**Comment**

The vehicle with license plate ending in NE439 had an approved fire extinguisher and first aid kit on this date. The director reported vehicles with license plates ending in E7014 and a white Dodge van with no tag was not used in transporting children on this date.

**Sleeping & Resting Equipment**

**Technical Assistance**

Discussed SIDS and infant sleeping position on this date. Consultant discussed with the director removal of the five cribs in the one-year-old, Classroom C, as they were not safety approved in that the cribs were altered from original use. The director stated Quality Rated staff members approved the usage of the cribs for children who were one-year-old and older. The cribs in the infant room were safety approved with a date of March of 2013 and were ASTM F406 certified on this date.

**Correction Deadline: 4/8/2019**

**Corrected on 9/17/2019**

**Correction of citation in that staff stated proper knowledge safe sleeping practices on this date. Children were not observed to be asleep in high chairs on this date.**

**Correction Deadline: 4/8/2019**

**Corrected on 9/17/2019**

**Correction of citation in that staff members reported knowledge of safe sleep practices and infants were placed on their backs as required on this date.**

<b>Staff Records</b>
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**Records Reviewed: 5**

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

Staff # 1	Met
Date of Hire: 03/19/2019	
Staff # 2	Met
Date of Hire: 02/01/2016	
Staff # 3	Met
Date of Hire: 07/15/2019	
Staff # 4	Met
Date of Hire: 09/09/2019	
Staff # 5	Met
Date of Hire: 02/01/2016	

**Staff Credentials Reviewed: 3**

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**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 five files for employees hired since last visit which was completed on April 8, 2019.

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

**Met**

**Comment**

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

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios on this date.

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

Adequate supervision observed on this date.