



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: 12/20/2018 **VisitType:** Licensing Study

Arrival: 9:45 AM

Departure: 1:45 PM

CCLC-38611

Legacy Academy Roswell

10650 Houze Rd Roswell, GA 30076 Fulton County
 (678) 366-9000 samantha@legacyacademy.com

Regional Consultant

Junya Herron

Phone: (770) 357-3323

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junya.herron@dec.al.ga.gov

Joint with: Coty Cummings

Mailing Address

Same

Quality Rated: No

| 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. |
|------------------------------------|------------------|---------------|--|
| 12/20/2018 | Licensing Study | Good Standing | |
| 04/17/2018 | Monitoring Visit | Good Standing | |
| 10/17/2017 | 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 | B- 12mth - 17mth Dreamers | One Year Olds | 1 | 2 | C | 17 | C | NA | NA | Centers |
| Main | C- 18mth-24mth Travelers | One Year Olds | 1 | 3 | C | 21 | C | NA | NA | Floor Play |
| Main | D-2's Adventurers | Two Year Olds | 1 | 6 | C | 25 | C | NA | NA | Floor Play |
| Main | E-2's Adventurers | Two Year Olds and Three Year Olds | 1 | 4 | C | 22 | C | NA | NA | Free Play |
| Main | F- 3's Discovers | Three Year Olds | 1 | 10 | C | 21 | C | NA | NA | Free Play |
| Main | G-3's Discovers | | 0 | 0 | C | 24 | C | NA | NA | |
| Main | H- School Age Explorers | | 0 | 0 | C | 23 | C | NA | NA | Not In Use |
| Main | I - 4/5 Yrs Voayagers | PreK | 1 | 15 | C | 31 | C | NA | NA | TV |
| Main | J 0 4/5 Yrs Voyagers | PreK | 1 | 8 | C | 22 | C | NA | NA | TV |
| Main | Rm. A- Infants-Dreamers | Infants | 2 | 6 | C | 18 | C | NA | NA | Nap |

Total Capacity @35 sq. ft.: 224

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 54

Total Capacity @35 sq. ft.: 224

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
|----------|------------|----------------------|-----------------------|

Comments

The purpose of this visit was to conduct a licensing study.
Consultant provided contact information.
Consultant observed emergency plan on this date.
Consultant reviewed fire drills.

Plan of Improvement: No Plan Developed

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.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

Samantha Seitz, Program Official

Date

Junya Herron, Consultant

Date

Coty Cummings, 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-.12 Equipment & Toys(CR)

Met

Comment

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

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

Met

Comment

Center does not provide 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) **Technical Assistance**

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

Technical Assistance

Consultant discussed with the director about turning water fountains in the classrooms. Director stated someone is coming out to repair on next week.

Correction Deadline: 12/20/2018

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. Consultant provided the director information of the new USDA guidelines.

Health and Hygiene

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

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

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

Consultant observed documentation of fire and tornado drills.

Correction Deadline: 12/25/2018

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

Observed all required posted notices.

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**

A current/completed inspection was observed for all vehicles used in transporting children this date.

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)**Technical Assistance****Comment**

Discussed SIDS and infant sleeping position.

Technical Assistance

Consultant discussed with director about providing sheets that fit proper for the infant cribs.

Correction Deadline: 12/20/2018

Staff Records

Records Reviewed: 20**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 11/19/2018

Staff # 2

Met

Date of Hire: 04/02/2018

Staff # 3

Met

Date of Hire: 09/10/2015

Staff # 4

Met

Date of Hire: 03/28/2017

Staff # 5 Met

Date of Hire: 08/20/2018

Staff # 6 Met

Date of Hire: 07/05/2016

Staff # 7 Met

Date of Hire: 02/06/2017

Staff # 8 Met

Date of Hire: 02/16/2017

Staff # 9 Met

Date of Hire: 04/02/2018

Staff # 10 Met

Date of Hire: 08/16/2018

Staff # 11 Met

Date of Hire: 03/14/2016

Staff # 12 Met

Date of Hire: 10/24/2018

Staff # 13 Met

Date of Hire: 09/04/2018

Staff # 14 Met

Date of Hire: 01/22/2018

Staff # 15 Met

Date of Hire: 08/07/2018

Staff # 16 Met

Date of Hire: 11/19/2018

Staff # 17 Met

Date of Hire: 10/10/2018

Staff # 18 Met

Date of Hire: 11/28/2018

Staff # 19 Met

Date of Hire: 08/12/2015

Records Reviewed: 20

Records with Missing/Incomplete Components: 0

Staff # 20

Met

Date of Hire: 10/04/2018

Staff Credentials Reviewed: 20

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

Met

Comment

Criminal record checks were observed to be complete.

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.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

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

591-1-1-.32 Supervision(CR)

Met

Comment

Adequate supervision observed on this date.