



**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:** 8/28/2018 **VisitType:** Licensing Study **Arrival:** 8:00 AM **Departure:** 12:15 PM

**CCLC-39396**

**Future Leaders Academy**

1153 Henry Avenue Columbus, GA 31906 Muscogee County  
 (706) 507-3750 futureleadersacademy23@gmail.com

**Regional Consultant**

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<u>Compliance Zone Designation</u>			<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.
08/28/2018	Licensing Study	Good Standing	
05/03/2018	POI Follow Up	Good Standing	
03/21/2018	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		0	0	C	20	C	NA	NA	
Main	B	Infants and One Year Olds and Two Year Olds and Three Year Olds	1	9	NC	14	C	NA	NA	Free Play,Nap,Breakfast
Main	C		0	0	C	15	C	NA	NA	
Main	D		0	0	C	30	C	NA	NA	
Total Capacity @35 sq. ft.: 45			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Playground Limitations				
Total # Children this Date: 9			Total Capacity @35 sq. ft.: 45			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground	15	C

**Comments**

The consultant issued and discussed the compliance determination worksheet on this date.

Plan of Improvement: To Be Submitted 09/11/2018

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.

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#### 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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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.

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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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Laqia Spears, Program Official

Date

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Penny Svenson, Consultant

Date



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### Findings Report

**Date:** 8/28/2018 **VisitType:** Licensing Study

**Arrival:** 8:00 AM

**Departure:** 12:15 PM

**CCLC-39396**

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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**

The center is going through Quality Rated and there was evidence of new toys and equipment present in the center.

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

**Met**

**Comment**

The 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**

**Technical Assistance**

**Technical Assistance**

The consultant discussed with the director to ensure that children's records are reviewed and updated at least one time per year.

**Facility****591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

The consultant discussed with the director to monitor for bathroom for cleaning tools prior to being used by children and secure out of reach.

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

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

**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the toilet located in the hallway on the left was not operable and required water to be used to flush the toilet and stale urine was present.

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**Correction Deadline: 8/28/2018**

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

The consultant discussed with the director to monitor the playground for hazards prior to children being present and ensure that any trash cans are covered with a lid.

**Correction Deadline: 8/28/2018**

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

The Center met the USDA guidelines on this date. The consultant observed whole wheat toast, oranges and milk to be served for breakfast.

**Health and Hygiene****591-1-1-.07 Children's Health****Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that an infant was asleep in a crib with a pacifier in their mouth and a pacifier clip was attached to the pacifier.

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**Correction Deadline: 8/28/2018**

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

**Not Met**

**Finding**

591-1-1-.10(2) requires Centers first licensed after March 1, 1991, and Centers that renovate existing plumbing facilities, to have a hand washing sink with running heated water located adjacent to the diapering area. Flush sinks shall not be used for hand washing. Cleansing procedures in other facilities shall be approved by the Department. It was determined based on observation and staff statements that the toddler and two-year-old classroom were moved to a room where there was not a hand washing sink with running heated water present as required.

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**Correction Deadline: 8/28/2018**

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

**Met**

**Comment**

The consultant observed proper hand washing throughout the center on this date.

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

**Met**

**Comment**

The Provider currently does not dispense medication at the center.

<b>Organization</b>
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**591-1-1-.16 Governing Body & License**

**Not Met**

**Finding**

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the Center made changes in the use of the building, prior to an approved amendment, in that classrooms were changed within the center and the room was not licensed for diapered children and no sink was present in the classroom.

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**Correction Deadline: 8/28/2018**

<b>Safety</b>
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**591-1-1-.05 Animals**

**Met**

**Comment**

The Center does not keep animals on the premises.

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

**Met**

**Comment**

Please be mindful of voice tone in redirecting children.

**591-1-1-.13 Field Trips(CR)**

**Met**

**Comment**

Center does not participate in field trips at this time.

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

**Not Met**

**Technical Assistance**

The vehicle was not present for the consultant to inspect. The consultant discussed the use of proper restraints for children when being transported.

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**Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on staff statements that there was not a current vehicle inspection present for the 15 passenger vehicle used for transportation.

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**Correction Deadline: 9/2/2018**

<b>Sleeping &amp; Resting Equipment</b>
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**Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on observation that there was an infant asleep in a car seat when the consultant arrived at the center at 8:00 a.m.

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**Correction Deadline: 8/28/2018**

<b>Staff Records</b>
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**Records Reviewed: 10****Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Date of Hire: 07/25/2003	
Staff # 2	Met
Date of Hire: 03/07/2018	
Staff # 3	Met
Date of Hire: 07/25/2003	
Staff # 4	Met
Date of Hire: 09/17/2014	
Staff # 5	Met
Date of Hire: 03/01/2018	
Staff # 6	Met
Date of Hire: 10/23/2017	
Staff # 7	Not Met
Date of Hire: 04/11/2017	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 8	Not Met
Date of Hire: 02/13/2015	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing,.14(2)-CPR missing,.14(2)-First Aid Missing	

**Records Reviewed: 10**

**Records with Missing/Incomplete Components: 3**

Staff # 9

Not Met

Date of Hire: 07/11/2016

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 10

Met

Date of Hire: 04/27/2017

**Staff Credentials Reviewed: 10**

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**591-1-1-.09 Criminal Records Check(CR)**

**Technical Assistance**

**Technical Assistance**

The director was informed that a fingerprint background determination for any staff that had fingerprints completed before January 1, 2014 must obtain an updated fingerprint determination by October 1, 2018. The director was further informed that all staff must have a comprehensive background check determination on file no later than October 1, 2018. The consultant discussed new criminal background policies and procedures that will become effective on October 1, 2018. The director will review the upcoming changes to ensure criminal background compliance is maintained.

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

**Met**

**Comment**

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

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

**Met**

**Comment**

Documentation observed of required staff training.

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

**Not Met**

**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 a review of records that three staff members did not meet the academic requirements as required.

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**Correction Deadline: 9/28/2018**

**Recited on 8/28/2018**

<b>Staffing and Supervision</b>
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**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 based on observation that there was one infant, two toddlers, two two-year-old children, and four three-year-old children present to one teacher and an additional teacher was required.

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**Correction Deadline: 8/28/2018**

**Finding**

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that there were nine children in Room B and it was not the first hour or the last hour of the day. There was one infant, two one-year-old children, two two-year-old children, and four three-year-old children present in the classroom.

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**Correction Deadline: 8/28/2018**

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

**Met**

**Comment**

Adequate supervision was observed on this date.