



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: 9/13/2017 **VisitType:** Licensing Study **Arrival:** 8:20 AM **Departure:** 11:35 AM

CCLC-39479

Kiddie Academy of Alpharetta

3200 North Point Pkwy Alpharetta, GA 30005 Fulton County
 (770) 417-8194 alpharetta@kiddieacademy.net

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

Mailing Address

Same

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.
09/13/2017	Licensing Study	Good Standing	
06/28/2017	Complaint Investigation Follow Up	Good Standing	
06/28/2017	Complaint Closure	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	Infants	1	3	C	11	C	NA	NA	Floor Play, Feeding
Main	B		0	0	C	11	C	NA	NA	Not In Use
Main	C	Two Year Olds	1	4	C	12	C	NA	NA	Free Play
Main	D	Two Year Olds	1	4	C	14	C	NA	NA	Art
Main	E	PreK	2	5	C	21	C	NA	NA	Art
Main	F		0	0	C	21	C	NA	NA	Not In Use
Main	G		0	0	C	27	C	NA	NA	Not In Use
Main	H	Four Year Olds	1	7	C	21	C	NA	NA	Circle Time
Main	I	Three Year Olds	1	7	C	21	C	NA	NA	Centers
Main	J		0	0	C	21	C	NA	NA	Not In Use
Main	K		0	0	C	21	C	NA	NA	Not In Use
Main	L	Two Year Olds	1	10	C	22	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 223

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 40

Total Capacity @35 sq. ft.: 223

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	11	C
Main	B	108	C
Main	C	55	C

Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to previous visit conducted on January 12, 2017.

Consultant provided Emergency Plan Template on this date.

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).



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. You are encouraged not to wait and to complete the process as soon as possible.



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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.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.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)

Janna Brumby, Program Official

Date

Shannon Curtis, 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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

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 Agreements Obtained/Completed

Facility

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

Licensed Capacity Routinely Met

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

Observation-Center Clean/Well Maintained

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

Observation-Clean/Good Repair

Food Service

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

Menu Meets USDA Guidelines

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

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR)	Met
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Comment

Per discussion with the Director the program does not administer medication at this time.

Policies and Procedures

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

Consultant observed evidence of monthly fire drills conducted as of August 18, 2017 on this date.

Correction Deadline: 9/18/2017

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

Observed-All Notices Posted

Safety

591-1-1-.05 Animals	Met
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Comment

No Animals Kept

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

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)	Met
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Comment

Observed-Complete Documentation

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

Observed-Complete Documentation

Comment

Vehicle had fire extinguisher and first aid kit

Sleeping & Resting Equipment

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

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 04/20/2016

Staff # 2	Met
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Date of Hire: 11/09/2016

Staff # 3	Met
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Date of Hire: 09/06/2016

Staff # 4	Met
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Date of Hire: 08/10/2016

Staff # 5	Met
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Date of Hire: 11/28/2016

Staff # 6	Met
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Date of Hire: 08/08/2016

Staff # 7	Met
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Date of Hire: 03/14/2016

Staff # 8	Met
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Records Reviewed: 14**Records with Missing/Incomplete Components: 0**

Date of Hire: 06/24/2017

Staff # 9

Met

Date of Hire: 05/01/2017

Staff # 10

Met

Date of Hire: 01/03/2000

Staff # 11

Met

Date of Hire: 06/23/2017

Staff # 12

Met

Date of Hire: 06/15/2017

Staff # 13

Met

Date of Hire: 04/20/2016

Staff # 14

Met

Date of Hire: 10/06/2016

Staff Credentials Reviewed: 14**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete for all staff on this date.

Comment

The Director provided five new employee files hired since last visit on this date.

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

Observed-100% Certified First Aid & CPR

Comment

Observed-Center/Vehicle Kits Complete

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

Observed - Documentation Of Training for 2016 on this date.

Comment

Health/Safety training reminder for all new employees within the first ninety-days of hire.

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

Lead staff education requirements

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision