

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: 4/24/2018 VisitType: Licensing Study

Arrival: 8:45 AM

Departure: 2:50 PM

CCLC-39613

Storybrook Academy

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Mailing Address

Same



Joint with: Candace Gilbert

Regional Consultant

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Isha Barrie

			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		
04/24/2018	Licensing Study	Good Standing	standing, support		
11/17/2017	Complaint Closure	Good Standing	Good Standing -	Program is demonstrating an acceptable level of performance in meeting the rules.	
11/15/2017	Complaint Investigation & Monitoring Visit	Good Standing		Program performance is demonstrating a need for improvement in meeting rules. Program is not demonstrating an acceptable level of performance in meeting	
				the rules.	

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 - 1R	Infants	2	5	С	12	С	NA	NA	Free Play
Main	B - 2R	PreK	2	16	С	21	С	NA	NA	Circle Time
Main	C - 3R	Two Year Olds	3	14	С	19	С	27	С	Art
Main	D - 4R	PreK	2	16	С	25	С	35	С	Circle Time
Main	E - 4L	Four Year Olds	1	12	С	15	С	NA	NA	Circle Time
Main	F -3L	Three Year Olds	1	12	С	15	С	NA	NA	Circle Time
Main	G - 2L	One Year Olds	2	13	С	16	С	NA	NA	Diapering,Free Play
		Total Capacity @35 sq. ft.: 120			Total Capacity @25 sq. ft.: 120		25 sq.	Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 88		Total Capacity @35 sq. ft.: 120		Total Capacity @25 sq. ft.: 120		Building @25 capacity limited by Heath Department Limitations				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - 1R	14	С
Main	B - 2R	33	С
Main	C - Rear	107	С
Main	D - 2L	41	С
Main	E - 1L	21	С

Comments

The purpose of this visit is to follow up on visit from November 15,2017 and to conduct a licensing vist. Consultant discussed Quality Rated, Comprehensive Background Check, update in USDA guidelines, update of the existing Emergency Preparedness Plan to include all required topics, conducting lockdown drills every six months in addition to fire drills and tornado drills, changes in Provider Search and new features in the provider's Koala account.

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: <u>All</u> employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit <u>www.decalkoala.com</u>. 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.

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). 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: <u>https://qualityrated.decal.ga.gov/</u> Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <u>qualityrated@decal.ga.gov</u>

Jennifer Duncan, Program Official

Date

Isha Barrie, Consultant

Date

Candace Gilbert, Consultant

Date

OF G OF G	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					
Data: 4/24/2018	VisitType: Licensing Study	U .	A Dopartura: 2:50 PM			
Date: 4/24/2018	VisitType: Licensing Study	Arrival: 8:45 AM	•			
CCLC-39613			Regional Consultant			
Storybrook Acader	•		Isha Barrie			
	lowery Branch, GA 30542 Hall Coun ybrookacademylllp@gmail.com		Phone: (706) 497-6768 Fax: (706) 688-0431 isha.barrie@decal.ga.gov			
Mailing Address Same			Joint with: Candace Gilbert			
The following inform	nation is associated with a Licensi	<u> </u>	····			
		Ac	tivities and Equipment			
591-1-112 Equipmo	ent & Toys(CR)		Met			
Comment A variety of equipment	nt and toys were observed throughout	the center.				
591-1-135 Swimmi	ng Pools & Water-related Activities	(CR)	Met			
Comment Center does not prov	ide swimming activities.					
			Children's Records			
Records Reviewe	d: 5	Records with Missir	ng/Incomplete Components: 0			
Child # 1		Met				
Child # 2		Met				
Child # 3		Met				
Child # 4		Met				
Child # 5		Met				
591-1-108 Childrer	's Records		Met			

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Comment

Bathrooms observed to be clean and well maintained.

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

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

Consultant discussed with director about chipped and peeling dry wall in G-2L classroom. Children were not able to reach section of dry wall that is peeling.

Correction Deadline: 4/24/2018

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

Defer

591-1-1-.26(8)- Consultant unable to accurately measure resilient surface due to weather conditions.

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: 11/25/2017

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant observation that there was black tarp underneath the slide on Playground C and D presenting a tripping hazard and there was exposed concrete edges under the poles that support the shade structure on Playground C.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 4/25/2018

Recited on 4/24/2018

591-1-1-15 Food Service & Nutrition

Technical Assistance

Consultant discussed with director about having center staff replace children's milk containers back into the kitchen once used. Consultant observed proper medical forms for children with modified diets.

Correction Deadline: 11/15/2017

Corrected on 4/24/2018 .15(2) - Previous citation corrected on this day April 24,2018.

591-1-1-.18 Kitchen Operations

Comment

Kitchen appears clean and well organized.

Met

Not Met

Technical Assistance

Health and Hygiene

Met

Food Service

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

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

Technical Assistance

Consultant discussed with director to be mindful of expiration dates of medications dispensed at center.

Finding

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's parent immediately. It was determined based on consultant's observation that one child's epipen was not returned to parent. The child is no longer enrolled in the center.

POI (Plan of Improvement)

The Center will train Staff on a system for tracking the use of medications and returning them to Parent(s).

Correction Deadline: 4/24/2018

591-1-1.21 Operational Policies & Procedures

Technical Assistance

Consultant discussed with director about conducting drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months.

Correction Deadline: 4/29/2018

	Safety
591-1-105 Animals	Met
591-1-105 Ammais	Met
Comment	
Animals maintained clean and appropriately caged.	
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.	
591-1-136 Transportation(CR)	Technical Assistance
Technical Assistance Consultant discussed with director about having tag number on the annual	safety check report.

Correction Deadline: 4/29/2018

Technical Assistance

Consultant discussed with director about keeping interior of the falcon day care camp bus clean of materials. School bus not in use until summer term begins.

Met

Not Met

Technical Assistance

Policies and Procedures

Correction Deadline: 4/25/2018

Technical Assistance

Consultant discussed with director about monitoring fire extinguisher before they become expired. Bus number RFH 6446 is close to expiration date.

Correction Deadline: 4/24/2018

Correction Deadline: 11/16/2017

Corrected on 4/24/2018

.36(7)(d)3 - Previous citation corrected on this day. Consultant review proper documentation of transportaion material.

Sleeping & Resting Equipment

591-1-130 Safe Sleeping and Resting Requir Comment	rements(CR) Me
Pleasant naptime environment observed.	Staff Records
Records Reviewed: 25	Records with Missing/Incomplete Components: 0
Staff # 14 Date of Hire: 02/29/2016	Met
Records Reviewed: 25	Records with Missing/Incomplete Components: 7
Staff # 1 Date of Hire: 08/01/2017	Met
Staff # 2 Date of Hire: 02/29/2016	Met
Staff # 3 Date of Hire: 02/29/2016	Met
Staff # 4 Date of Hire: 05/27/2016 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 5 Date of Hire: 12/04/2017 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met g,.33(3)-Health & Safety Certificate
Staff # 6 Date of Hire: 02/21/2018	Met
Staff # 7	Met
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Records Reviewed: 25

Date of Hire: 02/29/2016	
Staff # 8	Not Met
Date of Hire: 08/04/2017	
"Missing/Incomplete Components"	
.14(2)-CPR missing, 14(2)-First Aid Missing	
Staff # 9	Not Met
Date of Hire: 08/04/2017	
"Missing/Incomplete Components"	
.14(2)-CPR missing, 14(2)-First Aid Missing, 33(3)-Health & Safety Certificate	
Staff # 10	Met
Date of Hire: 05/01/2017	
Staff # 11	Met
Date of Hire: 03/16/2018	mot
Staff # 12	Met
Date of Hire: 03/23/2018	
Staff # 13	Met
Date of Hire: 05/22/2017	
Staff # 15	Not Met
Date of Hire: 03/20/2017	
"Missing/Incomplete Components"	
.33(5)-10 Hrs. Annual Training	
Staff # 16	Met
Date of Hire: 05/26/2017	
Staff # 17	Met
Date of Hire: 06/09/2017	
Staff # 18	Met
Date of Hire: 02/29/2016	Wiet
Staff # 19	Met
Date of Hire: 04/19/2018	
Staff # 20	Not Met
Date of Hire: 08/15/2017	
"Missing/Incomplete Components"	
.14(2)-CPR missing, 14(2)-First Aid Missing	
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Staff # 21 Date of Hire: 02/29/2016	Met
Staff # 22 Date of Hire: 02/29/2016	Met
Staff # 23 Date of Hire: 03/07/2018	Met
Staff # 24 Date of Hire: 10/19/2017	Met
Staff # 25 Date of Hire: 10/16/2017	Not Met
"Missing/Incomplete Components"	
.14(2)-CPR missing,.14(2)-First Aid Missing	

Staff Credentials Reviewed: 25

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

Comment

Criminal records checks were observed to be complete.

Correction Deadline: 11/15/2017

Corrected on 4/24/2018

.09(1)(i) - Previous citation corrected on this day. All empoyees at the center had proper documentation of Criminal Records Checks.

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

Comment

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

Finding

591-1-1.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on consultant's review of records that four employees did not have their CPR and first aid training within 90days of their hire date.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 5/24/2018

591-1-1-.33 Staff Training

Not Met

Met

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on consultant's review of records that two out of 25 employees did not have their health and safety training within 90 days of hire.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 5/24/2018

Correction Deadline: 5/28/2017

Corrected on 4/24/2018

.33(5) - Previous citation corrected on this day. Consultant observed director to have 10 hours of annual training for 2017.

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

Comment

Consultant observed staff comply with applicable laws and regulations.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Technical Assistance

Consultant discussed with director about having staff be mindful of their positions in the classroom as children are sleeping during nap time.

Comment

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

Technical Assistance

Met

Met