



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: 5/16/2019 **VisitType:** Licensing Study **Arrival:** 10:40 AM **Departure:** 2:30 PM

CCLC-39613

Storybrook Academy

4249 Falcon Pkwy Flowery Branch, GA 30542 Hall County
 (770) 965-1414 storybrookacademyllp@gmail.com

Regional Consultant

Malissa Champion

Phone: (770) 357-4925

Fax: (770) 357-4924

malissa.champion@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
05/16/2019	Licensing Study	Good Standing	
12/05/2018	Monitoring Visit	Good Standing	
04/24/2018	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 - 1R	Infants and One Year Olds	2	11	C	12	C	NA	NA	Nap, Floor Play, Free Play, Diapering, Feeding	
Main	B - 2R	PreK	2	15	C	21	C	NA	NA	Outside	
Main	C - 3R	Two Year Olds and Three Year Olds	2	18	C	19	C	27	C	Lunch	
Main	D - 4R	PreK	2	17	C	25	C	35	C	Outside	
Main	E - 4L	Three Year Olds and Four Year Olds and Five Year Olds	1	13	C	15	C	NA	NA	Lunch, Transitioning	
Main	F - 3L	Three Year Olds and Four Year Olds	1	13	C	15	C	NA	NA	Transitioning, Lunch	
Main	G - 2L	One Year Olds and Two Year Olds	1	8	C	16	C	NA	NA	Lunch	
					Total Capacity @35 sq. ft.: 120		Total Capacity @25 sq. ft.: 120		Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 95			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	C
Main	B - 2R	33	C
Main	C - Rear	107	C


Main	D - 2L	41	C
Main	E - 1L	21	C

Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit conducted on December 5, 2018.

Plan of Improvement: Developed This Date 05/16/2019

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/RulesAndRegulations.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.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

Jennifer Duncan, Program Official

Date

Malissa Champion, Consultant

Date



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Findings Report

Date: 5/16/2019 **VisitType:** Licensing Study

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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

A variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center has not provided swimming activities since last visit on December 5, 2018.

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**Not Met****Finding**

591-1-1-.06(1) requires the center to provide a specified minimum number of flush toilets and hand washing sinks with running water for the use of all children, at least one flush toilet for children being potty-trained and to not substitute nursery potty chairs for a required flush toilet. It was determined based on observation that one (1) toilet seat in classroom B-2R was broken and detached from the base of the toilet.

POI (Plan of Improvement)

The center will add the required number of flush toilets and/or sinks or decrease the licensed capacity.

Correction Deadline: 6/15/2019

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.

Technical Assistance

591-1-1-.25(3) - Consultant discussed monitoring the walls and floors throughout the center for normal wear and tear (i.e. chipping paint, dust and dirt build-up, etc.)

Correction Deadline: 5/16/2019

591-1-1-.26 Playgrounds(CR)**Not Met****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 observation that following hazards were observed on the playgrounds on this date:

Playground A- 1R

- Rust on infant swings.

Playground C-Rear

- One Plastic pipe protruding from the ground behind the play structure creating a potential tripping hazard.
- Several tree roots were exposed creating a potential tripping hazard.
- Black tarp beneath the wood chips was exposed creating a potential hazard.

Playground D-2L

- Piles of large rocks were observed throughout the playground creating a potential tripping hazard.
- One bottle of soapy water mixture was hanging on the fence in reach of children.

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: 5/16/2019

Food Service

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

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

Staff were observed to remind children to wash hands.

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

Technical Assistance

Technical Assistance

591-1-1-.20 - Discussed proper medication documentation and procedures.

Policies and Procedures

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

Met

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

591-1-1-.29 Required Reporting

Met

Comment

Discussed reporting requirements.

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)

Not Met

Technical Assistance

591-1-1-.36 - Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

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

Finding

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that several seat covers on bus tag number DWE999 were torn and contained exposed foam on this date.

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 5/17/2019

Finding

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that the fire extinguishers on both buses: tag number RFH6446 and tag number DWE999 do not show evidence of being serviced since July 2017.

POI (Plan of Improvement)

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

Correction Deadline: 5/16/2019

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Staff Records

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

Staff # 12 Met
Date of Hire: 02/29/2016

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

Staff # 1 Met
Date of Hire: 05/08/2019

Staff # 2 Met
Date of Hire: 02/29/2016

Staff # 3 Met
Date of Hire: 05/27/2016

Staff # 4 Met
Date of Hire: 08/06/2018

Staff # 5 Met
Date of Hire: 02/29/2016

Records Reviewed: 20

Records with Missing/Incomplete Components: 0

Staff # 6	Met
Date of Hire: 08/01/2018	
Staff # 7	Met
Date of Hire: 01/02/2019	
Staff # 8	Met
Date of Hire: 01/28/2019	
Staff # 9	Met
Date of Hire: 05/01/2017	
Staff # 10	Met
Date of Hire: 03/16/2018	
Staff # 11	Met
Date of Hire: 05/13/2019	
Staff # 13	Met
Date of Hire: 08/01/2018	
Staff # 14	Met
Date of Hire: 05/26/2017	
Staff # 15	Met
Date of Hire: 03/29/2019	
Staff # 16	Met
Date of Hire: 08/01/2018	
Staff # 17	Met
Date of Hire: 01/11/2019	
Staff # 18	Met
Date of Hire: 04/12/2019	
Staff # 19	Met
Date of Hire: 03/04/2019	
Staff # 20	Met
Date of Hire: 02/29/2016	

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.

Comment

Director provided eight files for employees hired since last visit on December 5, 2018.

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.

Correction Deadline: 12/31/2018

Corrected on 5/16/2019

.14(2) - The previous citation was observed to be corrected on this date. Consultant observed all new employees to have evidence of completing CPR within 90 days of their hire date on this date.

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that five (5) of 20 staff members did not complete the required 10 clock hours of training for the year 2018.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 6/15/2019

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

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