



**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:** 12/5/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:50 AM    **Departure:** 1:55 PM

**CCLC-39613**

**Storybrook Academy**

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

**Regional Consultant**

Katrina Maddox

Phone: (706) 434-4412

Fax: (706) 434-7708

katrina.maddox@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
12/05/2018	Monitoring Visit	Good Standing
04/24/2018	Licensing Study	Good Standing
11/17/2017	Complaint Closure	Good Standing

**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.

**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	1	5	C	12	C	NA	NA	Nap
Main	B - 2R	PreK	2	20	C	21	C	NA	NA	Lunch
Main	C - 3R	Two Year Olds	2	13	C	19	C	27	C	Nap
Main	D - 4R	PreK	2	18	C	25	C	35	C	Circle Time
Main	E - 4L	Four Year Olds	1	12	C	15	C	NA	NA	Lunch
Main	F - 3L	Three Year Olds	2	9	C	15	C	NA	NA	Lunch
Main	G - 2L	One Year Olds and Two Year Olds	2	14	C	16	C	NA	NA	Transitioning
			Total Capacity @35 sq. ft.: 120			Total Capacity @25 sq. ft.: 120		Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 91			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**

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.al.ga.gov/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.

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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).

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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Jennifer Duncan, Program Official

Date

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Katrina Maddox, Consultant

Date



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### Findings Report

**Date:** 12/5/2018    **VisitType:** Monitoring Visit    **Arrival:** 10:50 AM    **Departure:** 1:55 PM

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The following information is associated with a Monitoring Visit:

### 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 does not provide swimming activities.

### Facility

**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)**

**Met**

**Comment**

Center appears clean and well maintained.

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

**Met**

**Correction Deadline: 11/25/2017**

**Corrected on 12/5/2018**

.26(8) - Citation has been corrected. Adequate resilient surfacing was observed on playground B and C beneath the merry go round as well as the swing set and climbing structure.

**Correction Deadline: 4/25/2018**

**Corrected on 12/5/2018**

.26(9) - Citation has been corrected.

### Health and Hygiene

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

Proper diapering procedures observed.

**Comment**

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)****Met****Correction Deadline: 4/24/2018****Corrected on 12/5/2018****.20(5) - Citation has been corrected.**

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 21****Records with Missing/Incomplete Components: 0**

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Staff # 11

Met

Date of Hire: 02/29/2016

**Records Reviewed: 21****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 02/29/2016

Staff # 2

Met

Date of Hire: 05/27/2016

Staff # 3

Met

Date of Hire: 08/06/2018

Staff # 4 Met

Date of Hire: 02/29/2016

Staff # 5 Met

Date of Hire: 08/01/2018

Staff # 6 Met

Date of Hire: 09/17/2018

Staff # 7 Met

Date of Hire: 05/01/2017

Staff # 8 Met

Date of Hire: 03/16/2018

Staff # 9 Met

Date of Hire: 03/23/2018

Staff # 10 Met

Date of Hire: 05/22/2017

Staff # 12 Met

Date of Hire: 03/20/2017

Staff # 13 Met

Date of Hire: 08/01/2018

Staff # 14 Met

Date of Hire: 05/26/2017

Staff # 15 Met

Date of Hire: 10/22/2018

Staff # 16 Met

Date of Hire: 08/01/2018

Staff # 17 Met

Date of Hire: 08/15/2017

Staff # 18 Met

Date of Hire: 02/29/2016

Staff # 19 Met

Date of Hire: 10/18/2018

**Records Reviewed: 21**

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

Staff # 20

Met

Date of Hire: 02/29/2016

Staff # 21

Met

Date of Hire: 10/19/2017

**Staff Credentials Reviewed: 21**

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

**Technical Assistance**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 7 file(s) for employees hired since last visit.

**Technical Assistance**

591-1-1-.09(1)(j) - Technical assistance for two staff members whose fingerprints did not port over under the new CCLC # and owners. Consultant sent an email to CRCHelpdesk to get more information regarding comprehensive background checks not showing under the new CCLC. TA will be given until June 2019 for portability.

**Correction Deadline: 12/5/2018**

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

**Not Met**

**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 five 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: 12/31/2018**

**Recited on 12/5/2018**

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

**Met**

**Correction Deadline: 5/24/2018**

**Corrected on 12/5/2018**

**.33(3) - Citation has been corrected. All staff members have completed the six hour health and safety orientation training.**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

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