



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: 2/11/2019 VisitType: Licensing Study

Arrival: 8:45 AM

Departure: 12:30 PM

CCLC-39819

Pre-K Preparatory Learning Academy

438 Prior Street, NE Gainesville, GA 30501 Hall County
(678) 943-1237 prepreparatoryacademy@gmail.com

Regional Consultant

Malissa Champion

Phone: (770) 357-4925

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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.
02/11/2019	Licensing Study	Good Standing	
11/26/2018	Complaint Closure	Good Standing	
09/11/2018	Complaint Investigation Follow Up	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	Classroom A - 1R	Infants and One Year Olds	2	7	C	14	C	NA	NA	Floor Play
Main	Classroom B -2R	Two Year Olds and Three Year Olds	2	10	C	20	C	NA	NA	Free Play
Main	Classroom C- 3R	Three Year Olds	1	8	C	22	C	NA	NA	Art
Main	Classroom D- 4R	Three Year Olds and Four Year Olds and Five Year Olds	1	7	C	12	C	NA	NA	Art
Main	Room E - Left side		0	0	C	32	C	NA	NA	
Total Capacity @35 sq. ft.: 100			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 32			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/toddler	24	C
Main	Preschool/ School age	176	C

Comments

The purpose of this visit was to conduct a licensing study and to follow up to the previous visit conducted on July 26, 2018.

Plan of Improvement: Developed This Date 02/11/2019

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/RuleAndRegulations.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

Arbendette Van, Program Official

Date

Malissa Champion, Consultant

Date



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Findings Report

Date: 2/11/2019 **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 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

Met

Comment

Records were observed to be complete and well organized. Parent authorizations obtained/completed.

Facility

591-1-1-.06 Bathrooms	Met
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Comment

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR)	Not Met
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Comment

Playground observed to be clean and in good repair.

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the chain link fence surrounding the infant/toddler playground measured between approximately three feet eight inches and three feet nine inches.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 3/1/2019

Food Service

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct 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. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the center did not have documentation of emergency drills being conducted for the year 2018 and January 2019.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 2/16/2019

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**

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

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: 9**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 04/12/2017

"Missing/Incomplete Components"

.14(2)-CPR missing

Records Reviewed: 9**Records with Missing/Incomplete Components: 2**

Staff # 2	Not Met
Date of Hire: 05/20/2016	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 3	Met
Date of Hire: 01/07/2019	
Staff # 4	Met
Date of Hire: 10/22/2018	
Staff # 5	Met
Date of Hire: 01/03/2019	
Staff # 6	Met
Date of Hire: 01/21/2019	
Staff # 7	Met
Date of Hire: 12/20/2018	
Staff # 8	Met
Date of Hire: 01/08/2019	
Staff # 9	Met
Date of Hire: 01/30/2019	

Staff Credentials Reviewed: 9

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

591-1-1-.09(1)(j) - Consultant discussed portability requirements via DECAL KOALA with the director on this date. The director reported having trouble porting an independent contractor's comprehensive criminal record check letter via DECAL KOALA. Consultant requested that the center follow-up with the department's records unit for further assistance in porting the letter. Consultant observed the newly hired independent contractor to have a date of hire documented for January 30, 2019 and a satisfactory comprehensive criminal record check letter dated for October 16, 2018.

Correction Deadline: 2/11/2019

591-1-1-.14 First Aid & CPR**Not Met**

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that two of nine staff members did not have evidence of CPR. Consultant observed two of nine staff members to have evidence of completing first aid and CPR training online.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 3/13/2019

591-1-1-.33 Staff Training**Technical Assistance****Comment**

Documentation observed of required staff training.

Technical Assistance

591-1-1-.33(3) - Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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**

Adequate supervision observed on this date.