



**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:** 3/26/2018    **VisitType:** Licensing Study    **Arrival:** 9:45 AM    **Departure:** 1:40 PM

**CCLC-398**

**Scottdale Early Learning, Inc.**

479 Warren Ave. Scottdale, GA 30079 DeKalb County  
 (404) 294-8362 tmason@scottdale.org

**Mailing Address**

P.O. Box 904  
 Scottdale, GA 30079

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167

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neli.todorova@decal.ga.gov

Joint with: Isha Barrie

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
03/26/2018	Licensing Study	Good Standing
08/03/2017	Monitoring Visit	Good Standing
03/28/2017	Licensing Study	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 - 1st Rt -Pre-K-1	PreK	2	19	C	23	C	NA	NA	Transitioning, Circle Time
Main	B -2nd Rt -Pre-K-2	PreK	2	17	C	23	C	NA	NA	Circle Time
Main	C - 3rd Right	Infants and One Year Olds	2	5	C	12	C	NA	NA	Diapering, Floor Play
Main	D - 4th right	Two Year Olds and Three Year Olds	2	7	C	19	C	NA	NA	Circle Time
Main	E- 2nd Left	Three Year Olds and Four Year Olds	3	14	C	20	C	NA	NA	Centers
Main	F- 1st Left	One Year Olds and Two Year Olds	2	8	C	16	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 113						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 70			Total Capacity @35 sq. ft.: 113			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
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**Comments**

The purpose of this visit is to follow up on visit from August 3, 2017 and to conduct a Licensing Study. 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.

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).

	<b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b> . For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a> . 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.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.

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)

	
<b>Important New Deadlines:</b>	
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: <a href="https://qualityrated.dec.al.ga.gov/">https://qualityrated.dec.al.ga.gov/</a> Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <a href="mailto:qualityrated@dec.al.ga.gov">qualityrated@dec.al.ga.gov</a>	

Tyeichia Mason, Program Official	Date
Isha Barrie, Consultant	Date

Neli Todorova, Consultant	Date
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### Findings Report

**Date:** 3/26/2018 **VisitType:** Licensing Study

**Arrival:** 9:45 AM

**Departure:** 1:40 PM

#### CCLC-398

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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.

### Facility

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**591-1-1-.06 Bathrooms** **Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Technical Assistance**

Consultant discussed with director to be mindful of thorny plants and vines on playground face.

**Correction Deadline: 3/26/2018**

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

**Technical Assistance**

Consultant discussed with director about making sure the mats underneath the slide are flushed with the resilient surface to not become a tripping hazard. Additionally, consultant discussed about monitoring the plastic cover on the garden beds, the cracked top on the garden hose container box, and any rust that maybe on the play equipment.

**Technical Assistance**

Consultant discussed with director maintenance of resilient surface and to be mindful to fluff and redistribute mulch around fall zones.

**Technical Assistance**

Consultant discussed with director to monitor for gaps measuring more than 3 and half inches in width on the link chain fencing material on the gates and around the Air Conditioning Unit.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Staff were observed to remind children to wash hands.

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**591-1-1-.20 Medications(CR)** **Technical Assistance**

**Technical Assistance**

Consultant discussed proper medication documentation and procedures.

**Technical Assistance**

Consultant discussed with director that medicines which are no longer being dispensed shall be returned to the child's parent(s) immediately.

## Policies and Procedures

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

Technical Assistance

#### Technical Assistance

591-1-1-.21(3) - Consultant discussed drills and drills documentation on this date- that 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.

**Correction Deadline: 3/31/2018**

### 591-1-1-.27 Posted Notices

Met

#### Comment

Observed all required posted notices.

## Safety

### 591-1-1-.05 Animals

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)

N/A

#### Comment

Center does not participate in field trips at this time.

### 591-1-1-.36 Transportation(CR)

Met

#### Comment

The director reported no transportation since the last visit and on this date.

## 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: 17**

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

Staff # 1	Met
Staff # 2	Met
Date of Hire: 07/25/2017	
Staff # 3	Met
Date of Hire: 08/15/2017	
Staff # 4	Met

**Records Reviewed: 17****Records with Missing/Incomplete Components: 0**

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Date of Hire: 10/01/2017

Staff # 5

Met

Date of Hire: 10/06/2017

Staff # 6

Met

Date of Hire: 01/26/2015

Staff # 7

Met

Date of Hire: 02/26/2018

Staff # 8

Met

Date of Hire: 08/01/2017

Staff # 9

Met

Staff # 10

Met

Date of Hire: 07/29/2016

Staff # 11

Met

Date of Hire: 01/31/2017

Staff # 12

Met

Date of Hire: 12/02/2016

Staff # 13

Met

Staff # 14

Met

Date of Hire: 07/05/2016

Staff # 15

Met

Date of Hire: 10/09/2017

Staff # 16

Met

Date of Hire: 08/04/2017

Staff # 17

Met

Date of Hire: 01/04/2005

**Staff Credentials Reviewed: 17**

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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Director reported 13 new staff members. Criminal records checks were observed to be complete for all staff and one intern.

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

**Comment**

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

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

**Comment**

Consultant observed evidence of Health and Safety Training by all staff members.

**Correction Deadline: 4/27/2017**

**Corrected on 3/26/2018**

**Previous citation corrected on this day as consultant observed evidence of 2017 training for all staff.**

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

**Comment**

Consultant observed staff comply with applicable laws and regulations.

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

**Comment**

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

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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.