



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: 12/13/2019 **VisitType:** Licensing Study

Arrival: 12:30 PM

Departure: 5:45 PM

CCLC-4195

Chattahoochee Head Start Academy

2751 Peyton Road Atlanta, GA 30318 Fulton County
 (404) 792-2740 derrickt@ecdcllc.org

Regional Consultant

Lajuana Williams

Phone: (770) 357-7074

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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.
12/13/2019	Licensing Study	Good Standing	
11/04/2019	Complaint Investigation Follow Up	Good Standing	
09/23/2019	Incident Investigation Closure	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	Cafeteria		0	0	C	44	C	NA	NA	Not In Use
Main	Room A	Four Year Olds	2	8	C	21	C	NA	NA	Snack
Main	Room B	Three Year Olds and Four Year Olds	2	7	C	22	C	NA	NA	Transitioning
Main	Room C	Three Year Olds	2	4	C	20	C	NA	NA	Transitioning
Main	Room D	Three Year Olds and Four Year Olds	1	6	C	21	C	NA	NA	Transitioning
Main	Room E		0	0	C	19	C	NA	NA	Not In Use
Main	Room F		0	0	C	20	C	NA	NA	Not In Use
Main	Room G		0	0	C	17	C	NA	NA	Not In Use
Main	Room H	PreK	1	16	C	21	C	NA	NA	Nap
Main	Room I		0	0	C	21	C	NA	NA	Not In Use
Main	Room J	PreK	2	18	C	21	C	NA	NA	Nap, Transitioning
Main	Room K	PreK	2	15	C	21	C	NA	NA	Snack
Main	Room L		0	0	C	21	C	NA	NA	Not In Use
Main	Room M	PreK	2	17	C	24	C	NA	NA	Transitioning
Main	Room N	PreK	2	9	C	24	C	NA	NA	Transitioning
Main	Room O	PreK	2	13	C	24	C	NA	NA	Transitioning
Main	Room P	PreK	2	13	C	23	C	NA	NA	Snack
Main	Room Q	Three Year Olds and Four Year Olds	4	11	C	23	C	NA	NA	Centers
Main	Room R		0	0	C	23	C	NA	NA	Not In Use


Total Capacity @35 sq. ft.: 430	Total Capacity @25 sq. ft.: 0
Total # Children this Date: 137	Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	16	C
Main	Playground B	153	C

Comments

Plan of Improvement: Developed This Date 12/13/2019

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.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.

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.

- 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)



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

Derrick Tye, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

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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

Equipment and furniture observed to be properly secured, as applicable.

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

N/A

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

No hazards observed accessible to children on this date.

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

Not Evaluated

Comment

Playground not observed on this date due to inclement weather.

Health and Hygiene

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

Met

Comment

No children enrolled who require diapering. School age children attend only for after school hours.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Not Met****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(s) immediately. It was determined based on observation that an Epi-pen injector had expired. The medication had not been returned to the parent/guardian.

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: 12/13/2019

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 observation that a tornado and lock down drill had not been conducted in the last six months.

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: 12/18/2019

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

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

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)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Staff # 1 Date of Hire: 10/08/2019	Met
Staff # 2 Date of Hire: 10/10/2019	Met
Staff # 3 Date of Hire: 11/08/2018	Met
Staff # 4 Date of Hire: 10/09/2019	Met
Staff # 5 Date of Hire: 10/16/2019	Met
Staff # 6 Date of Hire: 08/27/2019	Met
Staff # 7 Date of Hire: 10/09/2019	Met
Staff # 8 Date of Hire: 11/01/2010	Met
Staff # 9 Date of Hire: 02/01/2019	Met
Staff # 10 Date of Hire: 10/09/2019	Met
Staff # 11 Date of Hire: 10/09/2019	Met
Staff # 12 Date of Hire: 10/30/2018	Met
Staff # 13 Date of Hire: 10/10/2014	Met
Staff # 14	Met
Staff # 15	Met
Staff # 16	Met

Staff # 17 Date of Hire: 07/25/2016	Met
Staff # 18 Date of Hire: 09/05/2019	Met
Staff # 19 Date of Hire: 10/09/2019	Met
Staff # 20	Met
Staff # 21	Met
Staff # 22	Met
Staff # 23 Date of Hire: 10/09/2017	Met
Staff # 24 Date of Hire: 07/25/2016	Met
Staff # 25 Date of Hire: 10/09/2019	Met
Staff # 26 Date of Hire: 07/24/2017	Met
Staff # 27 Date of Hire: 10/09/2019	Met
Staff # 28 Date of Hire: 05/15/2019	Met
Staff # 29 Date of Hire: 06/17/2019	Met
Staff # 30 Date of Hire: 10/09/2019	Met
Staff # 31 Date of Hire: 10/01/2019	Met
Staff # 32 Date of Hire: 03/25/2019	Met
Staff # 33	Met

Date of Hire: 10/04/2018

Staff # 34 Met

Date of Hire: 09/18/2017

Staff # 35 Met

Date of Hire: 11/12/2018

Staff # 36 Met

Date of Hire: 10/09/2019

Staff # 37 Met

Date of Hire: 12/08/2016

Staff # 38 Met

Date of Hire: 10/09/2019

Staff # 39 Met

Date of Hire: 11/14/2018

Staff # 40 Met

Date of Hire: 08/29/2019

Staff # 41 Met

Date of Hire: 09/14/2018

Staff # 42 Met

Date of Hire: 11/15/2017

Staff # 43 Met

Date of Hire: 09/26/2016

Staff # 44 Met

Date of Hire: 10/09/2019

Staff # 45 Met

Date of Hire: 09/14/2016

Staff # 46 Met

Date of Hire: 10/07/2019

Staff # 47 Met

Date of Hire: 06/15/2019

Staff # 48 Met

Staff # 49 Date of Hire: 10/16/2019	Met
Staff # 50 Date of Hire: 11/15/2018	Met
Staff # 51 Date of Hire: 08/04/2014	Met
Staff # 52 Date of Hire: 07/24/2017	Met
Staff # 53 Date of Hire: 01/01/1999	Met
Staff # 54 Date of Hire: 09/23/2019	Met
Staff # 55 Date of Hire: 11/12/2018	Met
Staff # 56 Date of Hire: 08/30/2019	Met
Staff # 57 Date of Hire: 03/21/2019	Met
Staff # 58 Date of Hire: 11/01/2017	Met
Staff # 59 Date of Hire: 05/26/2009	Met
Staff # 60 Date of Hire: 09/06/2019	Met
Staff # 61 Date of Hire: 08/30/2019	Met
Staff # 62 Date of Hire: 02/19/2019	Met
Staff # 63 Date of Hire: 09/01/2018	Not Met

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

Staff # 64	Met
Date of Hire: 10/08/2019	
Staff # 65	Met
Date of Hire: 10/09/2019	
Staff # 66	Met
Date of Hire: 10/09/2019	
Staff # 67	Met
Date of Hire: 08/22/2019	
Staff # 68	Met
Date of Hire: 07/16/2019	
Staff # 69	Met
Date of Hire: 10/09/2019	
Staff # 70	Met
Date of Hire: 07/25/2019	
Staff # 71	Met
Date of Hire: 04/02/2019	
Staff # 72	Met
Date of Hire: 07/11/2011	
Staff # 73	Met
Date of Hire: 08/13/2018	
Staff # 74	Met
Date of Hire: 08/26/2019	
Staff # 75	Met
Date of Hire: 10/09/2019	
Staff # 76	Met
Date of Hire: 10/16/2019	
Staff # 77	Met
Date of Hire: 03/07/2016	
Staff # 78	Met
Date of Hire: 09/17/2019	

Staff # 79 Date of Hire: 06/18/2019	Met
Staff # 80 Date of Hire: 07/01/2019	Met
Staff # 81 Date of Hire: 11/21/2019	Met
Staff # 82 Date of Hire: 08/10/2018	Met
Staff # 83 Date of Hire: 08/23/2019	Met
Staff # 84 Date of Hire: 07/08/2019	Met
Staff # 85 Date of Hire: 09/20/2017	Met
Staff # 86 Date of Hire: 02/11/2019	Met
Staff # 87 Date of Hire: 03/04/2011	Met
Staff # 88	Met
Staff # 89 Date of Hire: 09/30/2019	Met
Staff # 90 Date of Hire: 09/27/2019	Met
Staff # 91 Date of Hire: 08/20/2018	Met
Staff # 92 Date of Hire: 04/12/2019	Met
Staff # 93 Date of Hire: 11/24/2019	Met
Staff # 94	Met

Date of Hire: 02/28/2019

Staff # 95 Met

Date of Hire: 07/25/2016

Staff # 96 Met

Date of Hire: 09/10/2019

Staff # 97 Met

Date of Hire: 08/05/2014

Staff # 98 Met

Date of Hire: 10/09/2019

Staff # 99 Met

Date of Hire: 10/16/2019

Staff # 100 Met

Date of Hire: 10/09/2019

Staff # 101 Met

Date of Hire: 08/26/2019

Staff # 102 Met

Date of Hire: 11/04/2018

Staff # 103 Not Met

Date of Hire: 01/07/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 104 Met

Date of Hire: 08/21/2019

Staff # 105 Met

Date of Hire: 10/09/2019

Staff # 106 Met

Date of Hire: 03/12/2019

Staff # 107 Met

Date of Hire: 12/21/2015

Staff # 108 Met

Date of Hire: 09/12/2019

Staff # 109 Date of Hire: 07/25/2018	Met
Staff # 110 Date of Hire: 05/15/2018	Met
Staff # 111 Date of Hire: 12/05/2016	Met
Staff # 112 Date of Hire: 07/05/2019	Met
Staff # 113 Date of Hire: 07/09/2019	Met
Staff # 114 Date of Hire: 08/28/2019	Met
Staff # 115 Date of Hire: 09/11/2019	Met
Staff # 116 Date of Hire: 10/09/2019	Met
Staff # 117 Date of Hire: 10/09/2019	Met
Staff # 118 Date of Hire: 08/27/2019	Met
Staff # 119 Date of Hire: 10/03/2018	Met
Staff # 120 Date of Hire: 10/09/2019	Met
Staff # 121 Date of Hire: 11/21/2016	Met
Staff # 122 Date of Hire: 08/28/2019	Met
Staff # 123 Date of Hire: 08/15/2019	Met

Staff # 124 Met
 Date of Hire: 08/23/2019

Staff # 125 Met
 Date of Hire: 08/20/2019

Staff Credentials Reviewed: 14

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

Comment

Criminal record checks were observed to be complete.

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

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on the observation of staff records that the required training was missing for one staff.

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 and will ensure that the training includes all required components as required.

Correction Deadline: 1/12/2020

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on observation of staff records that the required training was not maintained on file for one staff responsible for food preparation.

POI (Plan of Improvement)

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

Correction Deadline: 1/12/2020

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.