



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: 10/15/2018 **VisitType:** Incident Investigation & Follow Up **Arrival:** 9:45 AM **Departure:** 12:45 PM

CCLC-454

Suburban Nursery School

853 Sycamore Dr. Decatur, GA 30030 DeKalb County
 (404) 373-0085 SuburbanNurserySchool@gmail.com

Regional Consultant

Angelia Boykins

Phone: (678) 717-6025

Fax: (770) 408-5968

angelia.boykins@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
10/15/2018	Incident Investigation & Follow Up	Good Standing
04/26/2018	Monitoring Visit	Good Standing
11/17/2017	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 - Right Front	Infants	3	8	C	11	C	NA	NA	Floor Play, Feeding, Free Play, Diapering	
Main	B - Lunch/Activity Room		0	0	C	12	C	NA	NA	Not In Use	
Main	C1 - Front Middle	Three Year Olds	1	10	C	18	C	NA	NA	Lunch	
Main	C2 - Back Middle PreK	PreK	2	22	C	25	C	NA	NA	Transitioning	
Main	D - Left Rear	One Year Olds	1	5	C	22	C	NA	NA	Lunch	
Main	E - Far Left Front	One Year Olds	2	7	C	7	C	NA	NA	Lunch	
Main	F - Left Back	Two Year Olds	2	14	C	19	C	NA	NA	Lunch	
Total Capacity @35 sq. ft.:			113	Total Capacity @25 sq. ft.:			0	Building @35 capacity limited by Centers Request			
Total # Children this Date:			66	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 today's visit was to conduct a follow up visit and incident investigation. The investigation remains open.

Plan of Improvement: Developed This Date 10/15/2018

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

Connie Moore, Program Official

Date

Angelia Boykins, Consultant

Date



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Findings Report

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The following information is associated with a Incident Investigation & Follow Up:

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

Not Met

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 the consultant's observation that a potential entrapment hazard existed when a three inch gap was observed at the bottom back fence panel on the back preschool large playground.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and will repair any hazards. The Center will train Staff to identify and report any fence hazards. The owner stated that the panel with be repaired as soon as possible.

Correction Deadline: 10/15/2018

Recited on 10/15/2018

	Staff Records
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Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 01/11/2011

Staff # 2 Met

Date of Hire: 07/18/2016

Staff # 3 Met

Date of Hire: 07/13/2009

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Staff # 4 Date of Hire: 10/18/2012	Met
Staff # 5 Date of Hire: 03/17/1997	Met
Staff # 6 Date of Hire: 08/05/2014	Met
Staff # 7 Date of Hire: 05/31/1965	Met
Staff # 8 Date of Hire: 10/18/2012	Met
Staff # 9 Date of Hire: 06/17/2016	Met
Staff # 10 Date of Hire: 10/28/1995	Met
Staff # 11 Date of Hire: 09/18/2010	Met
Staff # 12 Date of Hire: 04/12/2016	Met
Staff # 13 Date of Hire: 07/23/2018	Met

Staff Credentials Reviewed: 13

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

Not Met

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that one employee hired July, 10, 2018, had a satisfactory fingerprints clearance letter dated August 21, 2017 and had an expired portability date of February 22, 2018.

POI (Plan of Improvement)

The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed.

Correction Deadline: 10/15/2018

591-1-1-.33 Staff Training

Defer

Defer

591-1-1-.33(6)-Will be evaluated during a regulatory visit.

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. One employee completed seven out of ten hours and other employee completed training hours for 2017.

Correction Deadline: 12/31/2017