



**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:** 11/8/2017    **VisitType:** Licensing Study    **Arrival:** 8:55 AM    **Departure:** 12:45 PM

**CCLC-45875**

**Bright Horizons at Buckhead**

3565 Piedmont Blvd. NE Bldg. 3, Ste. T-100 Atlanta, GA 30305 Fulton County  
 (404) 467-9628 buckhead@brighthorizons.com

**Mailing Address**  
 Same

**Regional Consultant**

Shannon Curtis  
 Phone: (770) 342-7802  
 Fax: (678) 891-5904  
 shannon.curtis@decal.ga.gov

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
11/08/2017	Licensing Study	Good Standing	
02/15/2017	Monitoring Visit	Good Standing	
09/07/2016	Initial Licensing Study	Good Standing	
			<b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - 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 - Toddler 1	One Year Olds	1	6	C	10	C	NA	NA	Story
Main	B - Toddler 2	One Year Olds	3	7	C	10	C	NA	NA	Story,Circle Time
Main	C - Infant 1	Infants	2	5	C	8	C	NA	NA	Floor Play,Diapering,Feeding
Main	D - Infant 2	Infants	2	7	C	8	C	NA	NA	Floor Play,Nap,Feeding
Main	E - Twos 2		0	0	C	17	C	NA	NA	Not In Use
Main	F - Two's 1	Two Year Olds	2	10	C	14	C	NA	NA	Circle Time
Main	G - K Prep	PreK	2	19	C	22	C	NA	NA	Music,Circle Time
Main	I - Preschool 2		0	0	C	22	C	NA	NA	Not In Use
Main	J - Preschool 1	Three Year Olds	1	10	C	22	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 133			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 64			Total Capacity @35 sq. ft.: 133							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	35	C
Main	Playground B	38	C

### Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on February 15, 2017.

Consultant observed Emergency Plan Preparedness Plan on this date.

Consultant observed current insurance coverage with Cross Insurance Company on this date.

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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)



### Important New Deadlines:

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: <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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Barbara Clay, Program Official

Date

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Shannon Curtis, 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**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### 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**

Observed-Records Complete/Well Organized

### Facility

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<b>591-1-1-.06 Bathrooms</b>	<b>Met</b>
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**Comment**

Observation-Clean and Well Maintained

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<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed Capacity Routinely Met

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

Observation-Center Clean/Well Maintained

**Comment**

Observation-No Hazards Accessible

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Comment**

Observation-Clean/Good Repair

<b>Food Service</b>
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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Comment**

Menu Meets USDA Guidelines

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<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
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**Comment**

Kitchen Appears Clean/Well Organized

<b>Health and Hygiene</b>
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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Observed-Proper Diapering

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Observed-Proper Hand Washing Throughout

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

Per discussion with the Director the program does not administer medication at this time.

<b>Policies and Procedures</b>
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<b>591-1-1-.21 Operational Policies &amp; Procedures</b>	<b>Met</b>
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**Comment**

Consultant observed evidence of monthly fire drills conducted as of October 26, 2017 on this date.

**Correction Deadline: 11/13/2017**

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<b>591-1-1-.27 Posted Notices</b>	<b>Met</b>
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**Comment**

Observed-All Notices Posted

## Safety

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

Met

#### Comment

No Animals Kept

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Observed-Positive Learning Environment

### 591-1-1-.13 Field Trips(CR)

Met

#### Comment

No Field Trips at This Time

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

Met

#### Comment

No Routine Transportation Provided

## Sleeping & Resting Equipment

### 591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

#### Comment

Correct number of mats; disinfecting discussed

#### Comment

Discussed-SIDS/Infant Sleeping Position

## Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 02/27/2017

Staff # 2

Met

Date of Hire: 04/04/2016

Staff # 3

Met

Date of Hire: 07/31/2017

Staff # 4

Met

Date of Hire: 05/08/2017

Staff # 5

Met

Date of Hire: 07/18/2016

Staff # 6

Met

Date of Hire: 06/28/2017

Staff # 7

Met

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

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Date of Hire: 10/03/2016

Staff # 8 Met

Date of Hire: 05/01/2017

Staff # 9 Met

Date of Hire: 02/27/2017

Staff # 10 Met

Date of Hire: 02/21/2017

Staff # 11 Met

Date of Hire: 02/20/2017

Staff # 12 Met

Date of Hire: 02/06/2017

Staff # 13 Met

Date of Hire: 01/03/2017

Staff # 14 Met

Date of Hire: 07/18/2016

Staff # 15 Met

Date of Hire: 05/30/2017

Staff # 16 Met

Date of Hire: 06/03/2013

Staff # 17 Met

Date of Hire: 04/17/2017

**Staff Credentials Reviewed: 17**

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

Criminal Records Check complete for all staff on this date.

**Comment**

The Director provided eleven new employee files hired since last visit on this date.

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

Observed-100% Certified First Aid &amp; CPR

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

Observed - Documentation Of Health and Safety Orientation Training on this date.

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

**Met**

**Comment**

Lead staff education requirements

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Direct Supervision/Attentive Staff