



**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:** 9/7/2021    **VisitType:** Licensing Study    **Arrival:** 3:30 PM    **Departure:** 4:45 PM

**CCLC-46298**

**The Children's Courtyard #3215**

4795 Windermere Pkwy Cumming, GA 30041 Forsyth County  
(678) 947-4416 3215@childrenscourtyard.com

**Regional Consultant**

Mandi Sloan

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**Mailing Address**

Same

**Quality Rated:** ★ ★

<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.  <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.
09/07/2021	Licensing Study	Good Standing	
01/06/2021	Monitoring Visit	Good Standing	
09/10/2020	Licensing Study	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	1L	PreK	2	14	C	23	C	32	C	Nap
Main	1R	Infants	2	10	C	25	C	NA	NA	Floor Play, Feeding
Main	2L	PreK	2	15	C	22	C	NA	NA	Nap
Main	2R	One Year Olds	2	10	C	27	C	NA	NA	Nap
Main	3L	Three Year Olds	1	8	C	22	C	NA	NA	Nap
Main	3R	Two Year Olds	2	9	C	18	C	NA	NA	Nap
Main	4L Pre-K	Four Year Olds	2	11	C	19	C	NA	NA	Nap
Main	4R		0	0	C	17	C	NA	NA	Not In Use
Main	5L	PreK	2	19	C	23	C	NA	NA	Nap
Main	BK End		0	0	C	24	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 220

Total Capacity @25 sq. ft.: 229

Total # Children this Date: 96

Total Capacity @35 sq. ft.: 220

Total Capacity @25 sq. ft.: 229

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant PG	27	C
Main	Preschool PG	52	C
Main	School-Age PG	57	C
Main	Toddler PG	55	C

**Comments**

Administrative Review was conducted on September 7, 2021.. Staff files, children's files, training, and background checks were all reviewed.

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

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Jessica Rosage-Wentlent, Program Official

Date

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Mandi Sloan, 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**

Discussed rotating toys to support the procedures of daily disinfecting.

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

**Met**

**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**

A Virtual Visit was conducted due to the COVID-19 pandemic. The physical plant appeared to be clean and in good repair upon virtual walk through.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26(8) - The consultant discussed with the provider to ensure that the resilient surface on all playgrounds is redistributed once the ground dries from recent floods and storms.

**Correction Deadline: 9/17/2021**

### Health and Hygiene

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

Documentation for medication dispensing observed complete.

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**Safety**

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

**Comment**

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

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**591-1-1-.13 Field Trips(CR)** **Met**

**Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)** **Not Met**

**Technical Assistance**

591-1-1-.36 - The consultant discussed with the provider to ensure that a completed vehicle inspection is kept available for consultant review as the inspection report for the vehicle with tag number GA DWF 495 was not present for review on this date.

**Comment**

Complete documentation of transportation observed.

**Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on observation that an annual safety check of the rental vehicle (tag number FL JAQ F93) had not been completed.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 9/12/2021**

**Finding**

591-1-1-.36(4)(c) requires that each vehicle be equipped with a fire extinguisher maintained in working order and kept inaccessible to children. It was determined based on observation that the rental vehicle (tag number FL JAQ F93) was not equipped with a fire extinguisher.

**POI (Plan of Improvement)**

The center will ensure that each vehicle has a working fire extinguisher and that the fire extinguisher is kept out of reach of children.

**Correction Deadline: 9/7/2021**

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**Sleeping & Resting Equipment**

**Comment**

Pleasant naptime environment observed.

**Staff Records****Records Reviewed: 24****Records with Missing/Incomplete Components: 8**

Staff # 1	Not Met
Date of Hire: 08/28/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 2	Met
Date of Hire: 05/31/2021	
Staff # 3	Met
Date of Hire: 05/03/2021	
Staff # 4	Met
Date of Hire: 08/04/2020	
Staff # 5	Met
Date of Hire: 08/16/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 07/27/2020	
Staff # 7	Not Met
Date of Hire: 02/08/2019	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 8	Not Met
Date of Hire: 02/15/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 9	Not Met
Date of Hire: 04/13/2021	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 10	Met
Date of Hire: 10/01/2016	

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Staff # 11 Date of Hire: 12/21/2018	Met
Staff # 12 Date of Hire: 10/01/2016 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 13 Date of Hire: 10/01/2016 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing	Not Met
Staff # 14 Date of Hire: 10/01/2016	Met
Staff # 15 Date of Hire: 10/12/2017	Met
Staff # 16 Date of Hire: 10/01/2016	Met
Staff # 17	Met
Staff # 18 Date of Hire: 11/16/2020	Met
Staff # 19 Date of Hire: 10/01/2016	Met
Staff # 20 Date of Hire: 06/11/2019 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 21 Date of Hire: 02/16/2021	Met
Staff # 22 Date of Hire: 08/17/2017	Met
Staff # 23	Met
Staff # 24 Date of Hire: 02/25/2019	Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**Staff Credentials Reviewed: 7**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.09(1) - The consultant discussed with the provider to ensure that staff persons 10, 13, 14, 16 and 19 resubmit to the record check process and their background check determination will be expired on September 12, 2021.

**Comment**

Director provided six file(s) for employees hired since the last visit conducted on January 6, 2021.

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

**Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff members 7,8,9,12, 20 and 24 had not satisfactorily obtained certification in First Aid and CPR. Further, staff members 1 and 13 were observed to taken CPR that was obtained through on online, not an in person, source.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 10/7/2021**

**Finding**

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that center did not have a first aid kit in the rental vehicle with tag number FL JAQ F93.

**POI (Plan of Improvement)**

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

**Correction Deadline: 9/17/2021**

**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.



**Comment**

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