



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: 10/29/2018 **VisitType:** Licensing Study

Arrival: 9:50 AM

Departure: 1:00 PM

CCLC-46298

The Children's Courtyard #3215

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

Regional Consultant

Lisa Johnson

Phone: (770) 357-7058

Fax: (770) 357-7057

lisa.johnson@decal.ga.gov

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.
10/29/2018	Licensing Study	Good Standing	
02/27/2018	Monitoring Visit	Good Standing	
09/18/2017	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	19	C	23	C	32	C	Outside, Transitioning
Main	1R	Infants	1	3	C	25	C	NA	NA	Floor Play
Main	2L	Three Year Olds	1	13	C	22	C	NA	NA	Centers
Main	2R	One Year Olds	1	8	C	27	C	NA	NA	Outside
Main	3L	Three Year Olds and Four Year Olds	1	10	C	22	C	NA	NA	Centers
Main	3R	One Year Olds	1	5	C	18	C	NA	NA	Outside
Main	4L Pre-K	Three Year Olds	1	10	C	19	C	NA	NA	Centers
Main	4R	Two Year Olds	1	8	C	17	C	NA	NA	Outside
Main	5L	PreK	2	17	C	23	C	NA	NA	Outside
Main	BK End	Two Year Olds and Three Year Olds	1	10	C	24	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 220

Total Capacity @25 sq. ft.: 229

Total # Children this Date: 103

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

The purpose of the visit was to follow up from the visit conducted on 2/27/18 MV.

Plan of Improvement: Developed This Date 10/29/2018

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.decal.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@decal.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://decal.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.decal.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@decal.ga.gov

Jessica Rosage-Wentlent, Program Official

Date

Lisa Johnson, 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-.03 Activities

Met

Comment

Observed current lesson plans throughout.

Correction Deadline: 10/29/2018

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)

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

Parent authorizations obtained/completed.

Facility

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

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

591-1-1-.26 - Discussed mats with the provider. Please ensure that mats are flushed daily.

Food Service

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

Comment

Center menu meets USDA guidelines.

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

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Comment

Hand washing requirements for diapering were discussed with the director on this date.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Observed drills to be current on this day.

591-1-1-.27 Posted Notices

Met

Comment

Discussed Emergency First Response form to be posted, and the Emergency form template on this day.

Safety

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)

Met

Comment

Field trip documentation observed to be complete.

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

Met

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 10/03/2016	
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Date of Hire: 10/13/2017	
Staff # 5	Met
Staff # 6	Met
Date of Hire: 07/28/2018	
Staff # 7	Met
Date of Hire: 06/17/2014	
Staff # 8	Met
Date of Hire: 02/08/2018	

Staff # 9	Met
Staff # 10	Met
Date of Hire: 10/01/2016	
Staff # 11	Met
Date of Hire: 10/01/2016	
Staff # 12	Met
Date of Hire: 05/30/2017	
Staff # 13	Met
Date of Hire: 07/12/2012	
Staff # 14	Met
Staff # 15	Met
Date of Hire: 08/21/2017	
Staff # 16	Met
Date of Hire: 08/15/2011	
Staff # 17	Met
Date of Hire: 08/15/2011	
Staff # 18	Met
Date of Hire: 10/31/2016	
Staff # 19	Met
Staff # 20	Met
Date of Hire: 10/03/2018	
Staff # 21	Met
Date of Hire: 02/12/2018	
Staff # 22	Met
Staff # 23	Met
Date of Hire: 04/17/2017	
Staff # 24	Met
Staff # 25	Met
Date of Hire: 03/24/2017	

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 26 Met
Date of Hire: 12/14/2013

Staff # 27 Met

Staff # 28 Met

Staff Credentials Reviewed: 28

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

Comment

Director provided 3 files for employees hired since last visit.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Technical Assistance

Technical Assistance

Please ensure that training documentation is on site and signed by all staff.

Correction Deadline: 11/28/2018

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

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

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