



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: 10/8/2019 **VisitType:** Monitoring Visit **Arrival:** 8:45 AM **Departure:** 1:15 PM

CCLC-47213

Grace Academy

25 County Shop Road Ludowici, GA 31316 Long County
 (912) 545-9255 graceacademyteam@gmail.com

Regional Consultant

Jerica Davis

Phone: (478) 314-9452
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 jerica.davis@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★

Compliance Zone Designation		
10/08/2019	Monitoring Visit	Support
04/03/2019	Licensing Study	Good Standing
10/18/2018	Monitoring Visit	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
Building Two	A	Four Year Olds	1	14	C	18	C	NA	NA	Outside
Building Two	B	Six Year Olds and Over	1	5	C	23	C	NA	NA	Homework
Total Capacity @35 sq. ft.: 41			Total Capacity @25 sq. ft.: 0							
Main	A	Infants and One Year Olds	1	9	C	13	C	NA	NA	Floor Play,Nap
Main	B	Two Year Olds	1	7	C	10	C	NA	NA	Outside
Main	C	One Year Olds	1	8	C	9	C	NA	NA	Outside,Transitioning
Main	D	Three Year Olds	1	15	C	16	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 48			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 58			Total Capacity @35 sq. ft.: 89			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	58	C
Main	Playground B	24	C

Comments

The purpose of today's visit is to conduct a monitoring visit.

The center provides transportation and the vehicles and logs were inspected on this date.

The center is currently participating in the Quality Rated program and has earned a rating of two stars.

Plan of Improvement: To Be Submitted 10/22/2019

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.state.ga.us/CCS/Regulations.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.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

Patricia Smith, Program Official

Date

Jerica Davis, Consultant

Date



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Findings Report

Date: 10/8/2019 **VisitType:** Monitoring Visit **Arrival:** 8:45 AM **Departure:** 1:15 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

591-1-1-.08 Children's Records

Met

Correction Deadline: 4/17/2019

Corrected on 10/8/2019

.08(1) - This citation was observed to be corrected on this date.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center.

Correction Deadline: 10/8/2019

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

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) Not Met

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of records that a medication that was instructed to be given once a day at 11:30am from September 26, 2019 until October 26, 2019 was not document as administered or not administered on September 30, 2019, October 2-4, 2019, and October 7, 2019 as required.

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Correction Deadline: 10/8/2019

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures Technical Assistance

Correction Deadline: 4/8/2019

Corrected on 10/8/2019

.21(3) - This citation was observed to be corrected on this date.

Technical Assistance

Conducting emergency situation drills, including tornado and lock down drills, every six months was discussed on this date.

Correction Deadline: 10/13/2019

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

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Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that the following dates did not have documentation of children being loaded or unloaded from the vehicle:

- On September 18, 2019, one child was not documented to load or unload the vehicle on the afternoon route from Smiley Elementary to Grace Academy.
 - On September 19, 2019, one child was not documented to load or unload the vehicle on the afternoon route from Smiley Elementary to Grace Academy.
 - On September 20, 2019, one child was not documented to load or unload the vehicle on the afternoon route from Smiley Elementary to Grace Academy.
 - On September 23, 2019, one child was not documented to load or unload the vehicle during the morning route from Grace Academy to Smiley Elementary.
 - On September 23, 2019, one child was not documented to load or unload the vehicle during the afternoon route from Smiley Elementary to Grace Academy.
 - On September 26, 2019, three out of four children were not documented to have unloaded the vehicle on the afternoon route from Smiley Elementary to Grace Academy.
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Correction Deadline: 10/8/2019

Recited on 10/8/2019

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 06/19/2017	Met
Staff # 2 Date of Hire: 08/01/2019	Met
Staff # 3 Date of Hire: 08/26/2019	Met
Staff # 4 Date of Hire: 02/20/2018	Met
Staff # 5 Date of Hire: 08/26/2019	Met
Staff # 6 Date of Hire: 06/19/2017	Met
Staff # 7 Date of Hire: 06/23/2017	Met
Staff # 8 Date of Hire: 08/26/2019	Met

Staff Credentials Reviewed: 7

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided eight files for employees hired since the last visit.

591-1-1-.14 First Aid & CPR **Not Met**

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Correction Deadline: 5/3/2019

Corrected on 10/8/2019

.14(1) - This citation was observed to be corrected on this date.

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 two staff members hired in June of 2019 did not have evidence of obtaining certification in first aid and CPR within the first 90 days of employment as required.

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Correction Deadline: 11/7/2019

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 training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one staff members hired in April of 2019 did not have evidence of a completed health and safety training course on file within the first 90 days of employment as required.

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Correction Deadline: 11/7/2019

Defer

591-1-1-.33(6)- This citation will be evaluated at the next licensing study conducted after January 1, 2020.

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Correction Deadline: 1/1/2020

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

Technical Assistance

Comment

Staff observed to be compliant with applicable laws and regulations.

Technical Assistance

Please ensure the center maintains a copy and/or written verification of the credential or degree awarded to the lead teacher that is required by these rules in the lead teacher's file, to make the document available for inspection and to provide the document to Department staff upon request.

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.