



**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:** 11/20/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:10 AM **Departure:** 6:05 PM

**CCLC-48059**

**Kids R Kids Learning Academy #33**

2950 Centerville Highway Snellville, GA 30078 Gwinnett County  
(770) 979-7600 banksjacksonrobin@gmail.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**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.
11/20/2018	Complaint Investigation & Monitoring Visit	Support	
09/10/2018	Complaint Closure	Good Standing	
09/10/2018	Complaint Investigation Follow Up	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
Single	A/1L/100	Infants and One Year Olds	1	2	C	16	C	NA	NA	Free Play
Single	B/2L/150	One Year Olds	1	5	C	16	C	NA	NA	Free Play
Single	C/3L/200	One Year Olds	1	5	C	17	C	NA	NA	Free Play
Single	D/1R/250	Two Year Olds	1	5	C	23	C	NA	NA	Art
Single	E/2R/300	Two Year Olds and Three Year Olds	1	6	C	24	C	NA	NA	Circle Time
Single	F/3R/350	Three Year Olds	1	3	C	22	C	NA	NA	Centers
Single	G/4R/400		0	0	C	23	C	NA	NA	
Single	H/5R/450		0	0	C	23	C	NA	NA	
Single	I/Center/500	Three Year Olds and Four Year Olds	1	6	C	30	C	NA	NA	Circle Time
Single	J/4L	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	22	C	58	C	NA	NA	Centers
Single	K/Cafeteria		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.: 275						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 54			Total Capacity @35 sq. ft.: 275			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Single	PG AR side	27	C
Single	PG B/R Back	55	C

Single	PG C//L side	33	C
Single	PG D/Back Middle	108	C

**Comments**

Reminder to port all staff coming from other facilities. Staff with national records check cannot must be supervised at all time. One Day letter left on this date.

Plan of Improvement: To Be Submitted 12/04/2018

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/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](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.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](mailto:qualityrated@decal.ga.gov)

---

Robin Banks, Program Official

Date

---

Dianne Clarke, Consultant

Date



**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

**Findings Report**

**Date:** 11/20/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:10 AM **Departure:** 6:05 PM

**CCLC-48059**

**Kids R Kids Learning Academy #33**

2950 Centerville Highway Snellville, GA 30078 Gwinnett County  
 (770) 979-7600 banksjacksonrobin@gmail.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

**Mailing Address**  
 Same

The following information is associated with a Monitoring Visit:

<b>Activities and Equipment</b>
---------------------------------

**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.

<b>Facility</b>
-----------------

**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)** **Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on a observation that hazards were accessible in the following classrooms:

E/2R/300: A purse was observed on a low shelf in an unlocked closet

H/5R/450: Bleach bottles were observed in an unlocked closet to be accessible. It was also observed that the tape dispenser was on counter near the sink.

J/4L: Shaving cream was observed to be accessible in an unlocked cabinet to the left of the classroom. A stapler was observed to be accessible on a shelf in the closet to the back of the classroom on the left. It was further determined that a staff's backpack was observed on the floor of the closet with the glass door.

.....  
 .....  
 .....

.....  
.....  
.....  
**Correction Deadline: 11/20/2018**

**Technical Assistance**

591-1-1-.25(8) - Please be sure that all outlets are covered in the classrooms including on power strip outlets where the television is in the 4L classroom.

.....  
.....  
.....  
.....  
.....

.....  
**Correction Deadline: 11/20/2018**

---

**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 observation that there was a space of six and a half inches at the bottom of the gate on the C/L side playground which leads to the parking lot.

.....  
.....  
.....  
.....  
.....

.....  
**Correction Deadline: 11/20/2018**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were hazards observed on the following playground:

C/L side: There were three infant swings which were observed to have cracked bars.  
D/Back Middle: There were several washed away areas observed on the playground. It was also observed that the grass was not flush against the concrete on the playground near the door and basketball hoop, which created a tripping hazard . It was also determined based on observation that there was a cracked termite bait station on the playground with sharp edges.

.....  
.....  
.....  
.....

.....  
.....  
**Correction Deadline: 11/27/2018**

<b>Health and Hygiene</b>
---------------------------

---

**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)** **Technical Assistance**

**Technical Assistance**

591-1-1-.17(7)(a) - Discussed regarding ensuring to wash hands of infants who can hold their head up at the sink after diapering.

**Correction Deadline: 11/20/2018**

**Technical Assistance**

591-1-1-.17(8) - Discussed regarding ensuring to follow the diapering procedures by washing hands before beginning the diapering process as well as after.

**Correction Deadline: 11/20/2018**

---

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

**Comment**

There was no medication dispensed since the last visit.

<b>Safety</b>
---------------

---

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

**Comment**

Age-appropriate discussion and/or redirection observed.

---

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

**Finding**

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on a review of records that one child was missing transportation agreement form and was being transported.

.....  
.....  
.....  
.....  
.....  
.....  
.....

**Correction Deadline: 11/21/2018**

**Technical Assistance**

591-1-1-.36(7)(a) - Discussed regarding ensuring that all information is completed regarding the transportation agreement form for children being transported.

.....  
.....  
.....  
.....  
.....  
.....  
**Correction Deadline: 11/21/2018**

**Technical Assistance**

591-1-1-.36(7)(b) - Discussed regarding ensuring that all medical emergency forms are completed for all children being transported.

.....  
.....  
.....  
.....  
.....

.....  
.....  
.....  
.....  
.....  
.....  
**Correction Deadline: 11/21/2018**

**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 during the week of November 5, 2018, the driver did not record the load and unload for 11 children being transported.

.....  
.....  
.....  
.....  
.....

.....  
.....  
.....  
.....  
.....  
.....  
**Correction Deadline: 11/21/2018**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records that the driver did not records the first check during the week of November 12, 2018 from Norton Elementary School.

.....  
.....

-----  
-----  
-----  
**Correction Deadline: 11/21/2018**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that the second check was not completed for the week of November 5, 2018 from Shiloh Elementary, Norton Elementary and Annistown Elementary Schools.

-----  
-----  
-----  
-----  
-----

-----  
**Correction Deadline: 11/20/2018**

<b>Sleeping &amp; Resting Equipment</b>
---

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.30(1)(d) - Discussed regarding ensuring that all cribs are at least 12 inches apart when the side with bars/slats are beside each other.

**Correction Deadline: 11/20/2018**

<b>Staff Records</b>
----------------------

**Records Reviewed: 29**

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

Staff # 1	Met
Date of Hire: 08/04/2018	
Staff # 2	Met
Date of Hire: 05/23/2017	
Staff # 3	Met
Date of Hire: 07/31/2018	
Staff # 4	Met
Date of Hire: 08/01/2007	
Staff # 5	Met



---

Date of Hire: 08/11/2017

Staff # 6 Met

Date of Hire: 03/08/2016

Staff # 7 Met

Date of Hire: 01/29/2018

Staff # 8 Met

Date of Hire: 05/02/2017

Staff # 9 Met

Date of Hire: 01/04/2018

Staff # 10 Met

Date of Hire: 11/05/2018

Staff # 11 Met

Date of Hire: 12/07/2016

Staff # 12 Met

Date of Hire: 09/24/2018

Staff # 13 Met

Date of Hire: 07/02/2018

Staff # 14 Met

Date of Hire: 07/31/2017

Staff # 15 Met

Date of Hire: 10/02/2018

Staff # 16 Met

Date of Hire: 08/01/2018

Staff # 17 Met

Date of Hire: 09/18/2017

Staff # 18 Met

Date of Hire: 08/01/2018

Staff # 19 Met

Date of Hire: 04/24/2017

Staff # 20 Met

Date of Hire: 04/24/2017

**Records Reviewed: 29**

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

Staff # 21 Date of Hire: 08/23/2018	Met
Staff # 22 Date of Hire: 07/24/2017	Met
Staff # 23 Date of Hire: 04/24/2018	Met
Staff # 24 Date of Hire: 02/20/2017	Met
Staff # 25 Date of Hire: 12/26/2017	Met
Staff # 26 Date of Hire: 07/23/2018	Met
Staff # 27 Date of Hire: 01/08/2018	Met
Staff # 28 Date of Hire: 11/12/2018	Met
Staff # 29 Date of Hire: 09/18/2017	Met

**Staff Credentials Reviewed: 29**

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

**Not Met**

**Finding**

591-1-1-.09(1)(d) requires the Center to ensure that every Provisional Employee has a valid and current satisfactory Fingerprint Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center and must be supervised at all times by a Director or Employee with a valid and current satisfactory Comprehensive Records Check Determination. The Fingerprint Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Provisional Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Fingerprint Records Check Determination is required. It was determined based on a review of records that there was one staff in the 2R/300 classroom with a national records check who was observed to be by themselves.

.....  
.....  
.....  
.....

-----  
-----  
**Correction Deadline: 11/20/2018**

---

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

**Correction Deadline: 9/10/2018**

**Corrected on 11/20/2018**

**.09(1)(i) - The previous citation was observed to be corrected in that the staff received the completed background check. Discussed regarding ensuring that staff is ported within the portability requirement.**

---

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

**Correction Deadline: 10/10/2018**

**Corrected on 11/20/2018**

**.14(2) - The previous citation was observed to be corrected in that all eligible staff completed CPR and First Aid.**

---

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

**Correction Deadline: 10/10/2018**

**Corrected on 11/20/2018**

**.33(3) - The previous citation was observed to be corrected in that the Health and Safety training was completed.**

---

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

**Correction Deadline: 10/22/2018**

**Corrected on 11/20/2018**

**.31(2)(b)2. - The previous citation was observed to be corrected in that all lead teacher credentials were observed.**

<b>Staffing and Supervision</b>
---------------------------------

---

**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.