



**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:** 7/18/2019    **VisitType:** Complaint Investigation & Licensing Study    **Arrival:** 10:00 AM    **Departure:** 3:00 PM

**CCLC-48159**

**The Learning Academy**

428 Picric Street Brunswick, GA 31520 Glynn County  
(912) 342-8793 maryashaw@bellsouth.net

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
Fax: (478) 314-9443  
jerica.davis@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.
07/18/2019	Complaint Investigation & Licensing Study	Good Standing	
07/15/2019	Complaint Investigation Follow Up	Good Standing	
01/25/2019	Monitoring Visit	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	A	Infants and One Year Olds	2	6	C	9	C	NA	NA	Snack
Main	B	One Year Olds	1	8	C	13	C	NA	NA	Music
Main	C	Two Year Olds	1	10	C	16	C	NA	NA	Snack,Centers
Main	D	Three Year Olds	1	12	C	12	C	NA	NA	Art
Main	E	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	22	C	56	C	NA	NA	TV,Centers
Total Capacity @35 sq. ft.: 106						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 58			Total Capacity @35 sq. ft.: 106			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	24	C
Main	Playground B	37	C

**Comments**

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

The center does not provide transportation, field trips, swimming activities, or administer medications.

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

Plan of Improvement: Developed This Date 07/18/2019

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.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.

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#### 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.ga.gov](mailto:CCSRefutations@dec.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.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.

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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.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.ga.gov](mailto:qualityrated@dec.ga.gov)

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Mary Shaw, Program Official

Date

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Jerica Davis, Consultant

Date



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### Findings Report

**Date:** 7/18/2019 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:00 AM **Departure:** 3:00 PM

**CCLC-48159**

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

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

Met

##### Comment

Discussed adding equipment and toys to enhance variety in Classroom E.

#### 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)

Not Met

##### Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on the consultant's observation that the follow items were not in good repair:

- In classroom B, sheet rock was missing under the handwashing sink leaving pipes exposed to the children in care.
- In classroom B, the white wallboard underneath the refrigerator was damaged and accessible to the children.
- In classroom C, the paint and sheet rock has been pulled off on the far left wall leaving peeling paint.
- In classrooms C and D, there was a hole in the sheet rock under the bathroom sinks leaving the pipes exposed to the children in care.

##### POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 7/18/2019**

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

**Technical Assistance**

**Technical Assistance**

Please inspect all playground equipment for cracking and repair or replace as needed.

**Correction Deadline: 7/28/2019**

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**Food Service**

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

**Not Met**

**Comment**

Center menu meets USDA guidelines.

**Finding**

591-1-1-.15(2)(c) requires a child to be fed from individual spoons and individual containers or dishes as soon as the feeding plan indicates that a child is ready for solid foods. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one meal or to more than one child. It was determined based on the consultant's observation that a staff member in the infant classroom was observed to break off small pieces of a cinnamon roll and feed pieces of it to six infant and one-year-old children and did not feed from individual spoons and individual containers as required.

**POI (Plan of Improvement)**

The Center will provide a sufficient number of spoons and dishes/containers and will train staff on proper feeding practices, review the procedures regularly and monitor to ensure procedures are followed.

**Correction Deadline: 7/18/2019**

**Technical Assistance**

Please ensure that food and beverages be served in individual plates or bowls and with individual glasses or cups.

**Correction Deadline: 7/18/2019**

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

**Met**

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Not Met**

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on the consultant's observation that the diaper changing surface was quilted and not smooth and nonporous as required.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. The director provided a new changing pad while the consultant was present.

**Correction Deadline: 7/18/2019**

**Finding**

591-1-1-.10(9) requires Center Staff to not use the area used for diapering for food preparation and to keep the diapering area clear of formulas, food, food utensils and food preparation items. It was determined based on the consultant's observation that one plate of food and two sippy cups were observed to be stored on the changing table.

**POI (Plan of Improvement)**

Center staff will be trained, specified areas will be available for food preparation and placement of food-related items, and the director will monitor.

**Correction Deadline: 7/18/2019**

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

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

**Met**

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

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

**Met**

**Comment**

Program observed complete emergency drills

**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Met**

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Technical Assistance**

**Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

Please ensure that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 7/18/2019**

**Staff Records**

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 2**

Staff # 1

Not Met

Date of Hire: 03/25/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2

Met

Date of Hire: 01/31/2018

Staff # 3

Not Met

Date of Hire: 01/13/2018

"Missing/Incomplete Components"

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

Staff # 4

Met

Date of Hire: 01/31/2018

**Staff Credentials Reviewed: 5****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided five files for employees hired since last visit.

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

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that no staff members, including the director, had evidence of completing a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 8/17/2019****591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(2) requires the initial orientation to include the following subjects: the Center's policies and procedures; the portions of these rules dealing with the care, health and safety of children; the Employee's assigned duties and responsibilities; reporting requirements for suspected cases of child abuse, neglect or deprivation; communicable diseases and serious injuries; emergency plans; childhood injury control; the administration of medicine; reducing the risk of Sudden Infant Death Syndrome (SIDS); hand washing; fire safety; water safety; and prevention of HIV/Aids and blood borne pathogens. It was determined based on a review of records that one staff member hired in June of 2019 did not have evidence of completing the initial orientation as required.

**POI (Plan of Improvement)**

The Center will provide orientation in all missing subjects to the employee(s) and will take steps to provide a complete orientation to new Employees in the future.

**Correction Deadline: 7/18/2019**

**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 three staff members did not evidence of completing health and safety orientation training as required.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 8/17/2019**

**Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that two staff members did not have evidence of completing ten annual training hours as required.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 1/1/2020**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.