



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: 3/20/2019 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:30 PM **Departure:** 3:45 PM

CCLC-48274

Front Row Early Learning Academy

6350 Old National Highway College Park, GA 30349 Fulton County
 (770) 996-8059 sheliabolden@att.net

Regional Consultant

Princess Walton

Phone: (770) 357-7030
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 princess.walton@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation		
03/20/2019	Complaint Investigation & Monitoring Visit	Good Standing
10/10/2018	Licensing Study	Good Standing
03/28/2018	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
Main	D - Modular 1	Three Year Olds and Four Year Olds	1	20	NC	15	NC	21	C	Nap
Main	E - Modular 2		0	0	C	15	C	21	C	
Main	Rm -A	Infants and One Year Olds	2	8	C	10	C	NA	NA	Floor Play,Free Play,Diapering
Main	Rm B	One Year Olds	1	7	C	8	C	NA	NA	Nap
Main	Rm C- Preschool	One Year Olds and Two Year Olds	1	14	C	10	NC	14	C	Nap
Main	Room D		0	0	C	9	C	13	C	
Total Capacity @35 sq. ft.: 67						Total Capacity @25 sq. ft.: 87				
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 67			Total Capacity @25 sq. ft.: 87				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Small PG	4	C
Main	All Children	38	C

Comments

The purpose of this visit is to conduct a complaint/monitoring visit and to follow-up to previous visit.

Plan of Improvement: Developed This Date 03/20/2019

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/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.

- 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

SHELIA BOLDEN, Program Official

Date

Princess Walton, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 10/10/2018

Corrected on 3/20/2019

.03(2) - Previous citation was corrected, Consultant observed current lesson plans to be posted.

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

Not Met

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on consultant observation that a Flat screen T.V was on the children's table and not secured.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 3/28/2019

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)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant observation that classroom C is license for 10 and was observed to have 14 children on this day. It was further observed that Modular 1 is license for 15 and was observed to have 20 children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 3/20/2019

591-1-1-.25 Physical Plant - Safe Environment(CR) Met

Correction Deadline: 10/10/2018

Corrected on 3/20/2019

.25(12) -Previous citation was corrected.

Correction Deadline: 10/10/2018

Corrected on 3/20/2019

.25(13) - Previous citation was corrected. Consultant discussed hazardous equipment and materials accessible to the children.

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

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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) Met

Comment

The Provider currently does not dispense/administer medication.

Safety

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

Comment

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

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

Correction Deadline: 10/20/2018

Corrected on 3/20/2019

.36(3)(a-b) - Previous citation was corrected. Consultant observed drivers to have transportation training.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 4

Staff # 4 Not Met

Date of Hire: 10/05/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 02/01/2006

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

Staff # 9 Met

Date of Hire: 03/26/2015

Staff # 10 Not Met

Date of Hire: 10/03/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

Staff # 11 Not Met

Date of Hire: 12/01/2011

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training, .33(5)-10 Hrs. Annual Training

Records Reviewed: 11

Records with Missing/Incomplete Components: 5

Staff # 1 Not Met

Date of Hire: 10/03/2019

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 2 Not Met

Date of Hire: 10/24/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.24(1)-Evidence of Orientation Missing

Staff # 3 Met

Date of Hire: 02/18/2018

Staff # 5 Not Met

Date of Hire: 04/03/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 7 Not Met

Date of Hire: 09/28/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 8

Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff Credentials Reviewed: 11

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

Met

Correction Deadline: 10/10/2018

Corrected on 3/20/2019

.09(1)(j) - Previous citation was corrected.

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

Met

Correction Deadline: 10/10/2018

Corrected on 3/20/2019

.14(1)(a) - Previous citation was corrected. Consultant observed drivers to have First-Aid CPR

Correction Deadline: 11/9/2018

Corrected on 3/20/2019

.14(2) - Previous citation was corrected.

591-1-1-.24 Personnel Records

Met

Correction Deadline: 10/15/2018

Corrected on 3/20/2019

.24(1) -Previous citation was corrected.

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on consultant review of staff files that 3 staff did not have documentation of orientation.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 3/20/2019

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 review of staff files that 5 staff did not have the required health and safety training.

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: 4/19/2019

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 review of staff files that 6 staff did not have the required 10 hours of staff training for 2018.

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: 3/20/2019

Recited on 3/20/2019

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) **Not Met**

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on consultant observation that classroom C had ratio of 1 staff to 14 one and two years old. Staff stated that the other teacher was on break.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 3/20/2019

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

Comment

Adequate supervision observed on this date.