



**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:** 1/2/2018    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:00 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**

Shyreeta Hicks

Phone: (770) 344-5107

Fax: (770) 357-9687

shyreeta.hicks@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.
01/02/2018	Initial Licensing Study	Good Standing	
10/02/2017	Complaint Investigation & Initial Licensing Study	NA	
10/02/2017	Complaint Closure	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	D - Modular 1		0	0	C	15	C	21	C	
Main	E - Modular 2		0	0	C	15	C	21	C	
Main	Rm -A		0	0	C	10	C	NA	NA	
Main	Rm B		0	0	C	8	C	NA	NA	
Main	Rm C- Preschool		0	0	C	10	C	14	C	
Total Capacity @35 sq. ft.: 58						Total Capacity @25 sq. ft.: 78				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 58			Total Capacity @25 sq. ft.: 78				

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

**Comments**

The purpose of this visit was to conduct the follow-up Initial Licensing Study visit. The Compliance Determination Worksheet was discussed on this date. Permission to Operate was received.

Plan of Improvement: Developed This Date 01/02/2018

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decgal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decgal.ga.gov](mailto:CCSRefutations@decgal.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://decgal.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decgal.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@decgal.ga.gov](mailto:qualityrated@decgal.ga.gov)

SHELIA BOLDEN, Program Official

Date

Shyreeta Hicks, Consultant

Date



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### Findings Report

**Date:** 1/2/2018    **VisitType:** Initial Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:00 PM

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Not Met

##### Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observations, there were no lesson plans on site for two of five classrooms. There were no lesson plans Classroom D and E.

##### POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 1/2/2018**

#### 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 observations, a television was on a table in Modular one and two was 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: 1/2/2018**

**Correction Deadline: 11/1/2017**

**Corrected on 1/2/2018**

The licensed room is no longer being used for nap or lunch. The room is only used as office space or reception area.

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

Center does not provide swimming activities.

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

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

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Discussed 25 square feet rule was discussed for Modular one and two. The application was completed on this date.

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**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 observations, the light was observed not working in the bathroom in Modular building two.

**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: 1/2/2018****Correction Deadline: 10/2/2017****Corrected on 1/2/2018**

**Outlets were observed covered on this date. Discussed outlets being covered in classrooms that are not currently being used.**

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**591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 10/2/2017****Corrected on 1/2/2018**

**The center has been using the maintenance checklist provided by Bright from the Start for daily checks on the playground. All hazards have been corrected on this date.**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

There were no children present in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date. The pipes in the modular building one and two were observed frozen on this date. The water was not checked on this date.

**Correction Deadline: 10/2/2017**

Corrected on 1/2/2018

Center Director has ensured that staff have been retrained to clean and disinfect potty chairs between each use. The center staff are in the practice of drying out potty chairs after each use.

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

Met

**Comment**

Discussed proper medication documentation and procedures.

**Organization**

591-1-1-.16 Governing Body & License

Met

Correction Deadline: 10/2/2017

Corrected on 1/2/2018

The center has submitted all required documentation to receive a renewable license.

**Safety**

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

Met

**Comment**

There were no children present on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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**

Discussed SIDS and infant sleeping position. There were no children present on this date.

**Staff Records**

**Records Reviewed: 9**

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

Staff # 2	Met
Staff # 3	Met
Date of Hire: 10/05/2016	
Staff # 4	Met
Date of Hire: 06/16/2016	
Staff # 5	Met
Date of Hire: 02/01/2006	
Staff # 6	Met
Date of Hire: 03/26/2015	

**Records Reviewed: 9**

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

Staff # 7 Met  
Date of Hire: 04/23/1993

Staff # 8 Met  
Date of Hire: 10/03/2016

Staff # 9 Met  
Date of Hire: 12/01/2011

**Records Reviewed: 9**

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

Staff # 1 Met  
Date of Hire: 09/01/2011

**Staff Credentials Reviewed: 9**

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

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**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**

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

**Correction Deadline: 10/2/2017**

**Corrected on 1/2/2018**

**The center has added additional classroom space to maintain separation of children three years old and older. The center will only mix children during the first hour the center is open and the last hour before closing.**

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

**Comment**

There were no children present on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.