



**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:** 1/28/2020    **VisitType:** Monitoring Visit    **Arrival:** 9:30 AM    **Departure:** 12:05 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  
Fax: (770) 357-7029  
princess.walton@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
01/28/2020	Monitoring Visit	Good Standing
08/06/2019	Licensing Study	Good Standing
03/28/2019	Complaint Closure	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	10	C	15	C	21	C	Centers
Main	E - Modular 2	Two Year Olds and Three Year Olds	1	15	C	15	C	21	C	Circle Time
Main	Rm -A	Infants and One Year Olds	2	9	C	10	C	NA	NA	Feeding,Free Play,Nap
Main	Rm B	One Year Olds	1	6	C	8	C	NA	NA	Free Play
Main	Rm C- Preschool	Two Year Olds	1	10	C	10	C	14	C	Circle Time
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: 50			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 monitoring visit and to follow-up to previous visit.

Plan of Improvement: Developed This Date 01/28/2020

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.

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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.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.

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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.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](mailto:qualityrated@dec.state.ga.us)

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SHELIA BOLDEN, Program Official

Date

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Princess Walton, Consultant

Date



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### Findings Report

**Date:** 1/28/2020 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 12:05 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) - Consultant discussed with the director that a brown shelf in the one-year-old classroom was broken and need to be repair.

**Correction Deadline: 1/28/2020**

**Correction Deadline: 3/28/2019**

**Corrected on 1/28/2020**

.12(4) -Previous citation was corrected.

**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**

**Correction Deadline: 3/20/2019**

**Corrected on 1/28/2020**

.19(1) - Previous citation was corrected. Consultant discussed license capacity with the director.

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

**Met**

**Comment**

No hazards observed accessible to children on this date.

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

**Met**

**Correction Deadline: 8/6/2019**

Corrected on 1/28/2020

.26(9) -Previous citation was corrected. Consultant discussed the tree branches and trash on the playground.

**Health and Hygiene**

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

Met

**Comment**

Proper diapering procedures observed.

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

Technical Assistance

**Technical Assistance**

591-1-1-.17(7) - Consultant discussed handwashing with the staff and director.

**Correction Deadline: 1/28/2020**

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)

Not Met

**Correction Deadline: 3/29/2019**

Corrected on 1/28/2020

.36(6) -Previous citation was corrected. Consultant discussed the authorization parental with the director.

**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 consultant review of transportation file that on Friday Dec 13, 2019 and January 24, 2020 there was no check marks for load or unload.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 1/29/2020**

**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 consultant review of transportation file that there was no second check documented for December 13 and December 14, 2019. No second check was documented for Friday, January 10, 2020.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 1/28/2020**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.30(1)(a)3 - Consultant discussed with staff and the director that crib sheets should be changed daily and as needed.

**Correction Deadline: 1/28/2020**

<b>Staff Records</b>
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**Records Reviewed: 7**

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

Staff # 1	Met
Date of Hire: 10/15/2019	
Staff # 2	Met
Date of Hire: 12/27/2016	
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Date of Hire: 05/10/2019	
Staff # 7	Met
Date of Hire: 04/18/2018	

**Staff Credentials Reviewed: 1**

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

**Met**

**Correction Deadline: 8/6/2019**

Corrected on 1/28/2020  
.09(1)(a) - Previous citation was corrected.  
Correction Deadline: 8/6/2019

Corrected on 1/28/2020  
.09(1)(c) - Previous citation was corrected.

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591-1-1-.33 Staff Training Met

Correction Deadline: 3/20/2019

Corrected on 1/28/2020  
.33(1) - Previous citation was corrected.  
Correction Deadline: 9/5/2019

Corrected on 1/28/2020  
.33(3) - Previous citation was corrected.  
Correction Deadline: 3/20/2019

Corrected on 1/28/2020  
.33(6) - Previous citation was corrected.

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591-1-1-.31 Staff(CR) Not Met

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on consultant review of staff files that one lead teacher CDA had expired on April 7, 2017.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 1/28/2020

<b>Staffing and Supervision</b>
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591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met

Correction Deadline: 3/20/2019

Corrected on 1/28/2020  
.32(1) -Previous citation was corrected. Consultant discussed mixed ratio with the director.  
Correction Deadline: 8/6/2019

Corrected on 1/28/2020  
.32(3) - Previous citation was corrected. Consultant discussed ratio with the director.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.