



**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:** 3/12/2020    **VisitType:** Licensing Study    **Arrival:** 8:40 AM    **Departure:** 12:00 PM

**CCLC-48638**

**Excel Early Childhood Learning Center**

5345 Laurel Springs Parkway Suwanee, GA 30024 Forsyth County  
 (404) 382-9335 info@excelearychildhood.com

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
03/12/2020	Licensing Study	Support	
10/07/2019	MV POI Follow Up	Good Standing	
08/20/2019	POI 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
Main	D/BL- Inside Gym	One Year Olds and Three Year Olds and Five Year Olds	1	6	C	0	NC	NA	NA	
Main	F/3R		0	0	C	26	C	NA	NA	
Main	G/2R-3 to 6 years old		0	0	C	12	C	NA	NA	
Main	H/1R- 1's and 2's		0	0	C	12	C	NA	NA	
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 6			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A/Left- 6wks - 2 years	41	C
Main	Playground B/ Back- 3 and up	113	C
Main	Playground C/Right - 1's and 2's	122	C

**Comments**

The purpose of today's visit was to conduct a licensing study and to follow-up on citations from the visit conducted on October 7, 2019.

Plan of Improvement: To Be Submitted 03/26/2020

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/RuleAndRegulations.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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Shireen Ali, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

**Date:** 3/12/2020 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Discussed adding equipment and toys to enhance variety.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 5**

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

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 2

Met

Child # 3

Met

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 5

Met

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that one child's enrollment form was missing the physician's telephone number and two children's enrollment forms were missing the address of the person to whom the child may be released.

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**Correction Deadline: 3/12/2020**

<b>Facility</b>
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**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)****Met****Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the following hazards were observed:

Playground B: areas of peeling paint were present on the stairs of the pink play structure with the yellow slide.

Playground B: areas of rust were observed on the pink play structure with the yellow slide and the pink play structure with the purple slide.

Playground B: two bolts on the gray plastic border were protruding up from the border, exposing the metal edge.

Playground C: areas of rust were observed on the pink play structure with the yellow slide.

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**Correction Deadline: 3/26/2020**

**Recited on 3/12/2020**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that there was no resilient surfacing present under the pink play structure with the yellow slide on Playground C where three inches were required. One half to one inch of resilient surface was present under the pink play structure with the yellow slide on Playground B where six inches were required. One half to one inch of resilient surface was present under the pink play structure with the purple slide on Playground B where six inches were required.

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**Correction Deadline: 3/26/2020**

**Recited on 3/12/2020**

**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 exposed edges of concrete were present surrounding the basketball goal on Playground B, causing a potential tripping hazard.

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**Correction Deadline: 3/26/2020**

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

**Met**

**Comment**

Staff state proper knowledge of diapering procedures.

**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-.05 Animals

Met

#### Comment

Center does not keep animals on premises.

### 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)

Met

#### Comment

Provider stated a pleasant naptime environment and that cot sheets and blankets are sent home with children each day to be washed at home.

## Staff Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 12/02/2019

Staff # 2

Met

Date of Hire: 08/31/2018

Staff # 3

Met

Date of Hire: 01/13/2020

Staff Credentials Reviewed: 0

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

Met

#### Comment

Criminal record checks were observed to be complete.

#### Comment

Director provided three file(s) for employees hired since last visit.

**Correction Deadline: 10/7/2019**

**Corrected on 3/12/2020**

**.09(1)(j) - The previous citation was corrected on this date as criminal record check requirements were observed to be complete. Further, staff was observed to have been electronically ported into DECAL KOALA.**

**Technical Assistance**

591-1-1-.14(3) - Consultant discussed with provider to ensure that the first aid kit kept in the center contains a thermometer and other items as required by the department.

**Correction Deadline: 3/22/2020**

**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)****Technical Assistance****Technical Assistance**

591-1-1-.32(4)(a) - Consultant discussed with provider to ensure that staff:child ratios and group size are met for the age of the youngest child in the group during the early morning times of arrival and late afternoon times of departure. Consultant observed one staff member present with one one-year old child, one five-year-old child and four three-year-old children upon arrival in the gym/ multipurpose use area (Room 5R D).

**Correction Deadline: 3/12/2020**

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

Adequate supervision observed on this date.