



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: 4/29/2021 **VisitType:** Monitoring Visit **Arrival:** 11:30 AM **Departure:** 12:45 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

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mandi.sloan@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation			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.
04/29/2021	Monitoring Visit	Good Standing	
12/01/2020	Complaint Investigation by Phone	Good Standing	
10/23/2020	LS 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	A/ 1L	Infants	1	2	C	18	C	NA	NA	Outside, Transitioning
Main	F/3R	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	7	C	26	C	NA	NA	Outside
Main	G/2R-3 to 6 years old	Two Year Olds and Three Year Olds	1	6	C	12	C	NA	NA	Lunch
Main	H/1R- 1's and 2's		0	0	C	12	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 68			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 15			Total Capacity @35 sq. ft.: 68							
			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

A virtual inspection was conducted on April 29, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed. The new infant feeding plan was shared with the provider on this date.

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.

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

Shireen Ali, Program Official

Date

Mandi Sloan, Consultant

Date



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Findings Report

Date: 4/29/2021 VisitType: Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR)

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

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	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	

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 a review of records that two of five children's enrollment records reviewed were missing the address of the person to whom the child may be released.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 5/12/2021

Recited on 4/29/2021

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)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. The physical plant appeared to be clean and in good repair upon virtual walk through.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - The consultant discussed maintenance of resilient surface with the provider. Please fluff and redistribute resilient surface as needed.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground appeared to be clean and in good repair upon virtual walk through.

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15 - The consultant discussed with the provider the new rules and regulations for food safety and nutrition per the guidelines that went into effect on October 1, 2020.

Correction Deadline: 10/23/2020

Corrected on 4/29/2021

.15(5) - The previous citation was corrected on this date as a menu listing all meals and snacks was observed to be complete.

Health and Hygiene

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

Met

Comment

Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date.

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

Met

Comment

Hand washing requirements were discussed with the Director/Provider on this date.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.29 Required Reporting

Technical Assistance

Technical Assistance

591-1-1-.29 - The consultant discussed the new required reporting requirements with the provider on this date.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

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

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

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)

Not Met

Finding

591-1-1-.30(1)(a)3 requires 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. It was determined based on observation that the crib sheets were not tight fitting on two cribs in the infant classroom, 1L.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 4/29/2021

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 08/31/2018	
Staff # 2	Met
Date of Hire: 04/08/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Staff # 4	Met
Date of Hire: 03/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 5	Not Met
Date of Hire: 03/20/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 6	Not Met
Date of Hire: 03/30/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	

Staff Credentials Reviewed: 3

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided four file(s) for employees hired since the last visit conducted on October 23, 2020.

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

Correction Deadline: 11/22/2020

Corrected on 4/29/2021

.14(2) - The previous citation was corrected on this date as CPR and first aid certification was observed to be complete for staff were employed beyond their first 90 days of employment.

591-1-1-.33 Staff Training **Defer**

Correction Deadline: 11/22/2020

Corrected on 4/29/2021

.33(3) - The previous citation was corrected on this date as staff who are beyond their first 90 days of employment were observed to have obtained the required health and safety training certificate.

Defer

591-1-1-.33(5)- The citation was deferred on this date as annual training will be reviewed upon the program's next regulatory visit.

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: 11/22/2020

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

Not Met

Finding

591-1-1-.31(13) prohibits Center Staff from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center and requires Center staff to comply with all applicable laws and regulations. It was determined based on observation that the program was not in compliance with the Executive Order as the program's owner stated that they have been allowing an outside visitor into the program to conduct independent sports classes.

POI (Plan of Improvement)

The Center will ensure that all Staff comply with all applicable laws and regulations.

Correction Deadline: 4/29/2021

Finding

591-1-1-.31(2)(b)3.(ii)(I)-(VIII) requires the Center develop a written plan for newly hired teacher's who do not possess the educational credential or degree listed in 591-1-1-.31(2)(b)2.(i) through (xii). It was determined based on a review of records that the center did not possess a written plan for two newly hired teachers who did not possess the educational credential or degree (staff person # 5 with a documented date of hire of March 20, 2021 and staff person # 6 with a documented date of hire of March 30, 2021).

POI (Plan of Improvement)

The Center will develop a written plan for newly hired teacher's and ensure that the teacher's follow the plan.

Correction Deadline: 4/29/2021

Staffing and Supervision

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

Not Met

Finding

591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation that children under three years old were not housed in separate physical areas from other children on this date when three, two-year-old children and three, three-year-old children were mixed together in classroom 2L.

POI (Plan of Improvement)

The Center will maintain separation of these children under three years old.

Correction Deadline: 4/29/2021

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

Met

Comment

Adequate supervision observed on this date.