



**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:** 12/27/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:35 AM **Departure:** 2:00 PM

**CCLC-49100**

**Klever Kidz Academy**

4105 Fairburn Road Douglasville, GA 30135 Douglas County  
 (678) 426-8775 kleverkidzacademy2@gmail.com

**Regional Consultant**

Jessica Grant

Phone: (770) 359-5808  
 Fax: (404) 591-5814  
 jessica.grant@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
12/27/2018	Initial Licensing Study	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	A Three's		0	0	C	5	C	NA	NA	Not In Use	
Main	B Two's		0	0	C	9	C	NA	NA	Not In Use	
Main	C Infants		0	0	C	4	C	NA	NA	Not In Use	
Main	D Four's		0	0	C	22	C	30	C	Not In Use	
Total Capacity @35 sq. ft.: 40						Total Capacity @25 sq. ft.: 45					
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 40			Total Capacity @25 sq. ft.: 45			Building @25 capacity limited by Health Department Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main	21	C

**Comments**

Congratulations permission to operate was granted on this date!

Plan of Improvement: Developed This Date 12/27/2018

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).



Please refer to the website, <http://www.decal.ga.gov/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

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.decal.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.

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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.

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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.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Stella Quist, Program Official

Date

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Jessica Grant, Consultant

Date



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### Findings Report

**Date:** 12/27/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:35 AM **Departure:** 2:00 PM

#### CCLC-49100

#### Klever Kidz Academy

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(678) 426-8775 kleverkidzacademy2@gmail.com

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#### Regional Consultant

Jessica Grant

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

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

Technical Assistance

#### Technical Assistance

591-1-1-.03(2) - Please add more science material in classroom A. Also, please add batteries to the toys in classroom C.

**Correction Deadline: 12/27/2018**

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

Met

#### Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

Met

#### Comment

Center does not provide swimming activities, per the Director.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

#### Comment

The total Licensed capacity of the Center measured at 40 children, based on Consultant measurement of four (4) of four (4) classrooms, Licensed this date.

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

Not Met

#### Technical Assistance

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children.

#### Technical Assistance

591-1-1-.25(3) - Gates will be used in the entrance for each classroom.

**Correction Deadline: 12/27/2018**

**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 Consultant observation that the wall barrier used for classroom A was not secure. The barrier was attached by strings at the top only and nailed to the wall causing the barrier to not be secure at the bottom.

**POI (Plan of Improvement)**

The Director stated they will add a four feet half wall with a door to the classroom to enclose it properly.

**Correction Deadline: 12/27/2018**

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on Consultant observation that protruding screws were present around the corner poles of the fence and the gate area. Screws were protruding three threads.

**POI (Plan of Improvement)**

The Director stated they will have the screws cut back and capped.

**Correction Deadline: 12/27/2018**

**Technical Assistance**

591-1-1-.26(6) - Please be mindful of the wear and tear of the swing structure due to it not being commercial equipment.

**Correction Deadline: 1/6/2019**

**Food Service****591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on Consultant observation that the menu posted did not include all meals served. Dinner was not included on the menu.

**POI (Plan of Improvement)**

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

**Correction Deadline: 12/27/2018**

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

Hand washing requirements for diapering were discussed with the Director on this date.

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

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the Director on this date.

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**591-1-1-.20 Medications(CR)****Met****Comment**

The Consultant discussed proper medication documentation and procedures with the Director on this date.

**Safety**

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

There were no children enrolled 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.

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

The Center Director and Owner stated that the Center will not provide routine Transportation and Field Trips at this time. Consultant discussed with Center Director and Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to Center Director and Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation. Further, Consultant stated to Center Director and Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

**Sleeping & Resting Equipment**

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

On this date, Consultant observed one (1) of one (1) crib used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. Consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director, prior to the visit and on this date. Further, Consultant discussed cot and mat disinfecting requirements with Center Director and Owner on this date.

**Staff Records****Records Reviewed: 4****Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 12/27/2018

Staff # 2

Met

Date of Hire: 12/27/2018

Staff # 3

Not Met

Date of Hire: 12/27/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 4

Met

Date of Hire: 12/27/2018

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**Staff Credentials Reviewed: 4**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined, based on Consultants review of files, that one staff had a satisfactory fingerprint records check determination letter on file, however, the letter was not ported electronically within the twelve months of the hire date.

**POI (Plan of Improvement)**

The Director will have the staff complete a new fingerprint records check determination letter.

**Correction Deadline: 12/27/2018**

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**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.

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

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the Director on this date. The Consultant also discussed evening care hours with the Director.

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

A supervision plan was created on this date for the playground routes and the use of the bathrooms.

**Comment**

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