



**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:** 8/30/2018    **VisitType:** Initial Licensing Study    **Arrival:** 8:30 AM    **Departure:** 12:30 PM

**CCLC-49516**

**Bright Beginning Early Learning Center**

2545 Benjamin E. Mays Drive Atlanta, GA 30311 Fulton County  
(678) 812-3261 brightbeginelc@gmail.com

**Regional Consultant**

Jessica Grant  
Phone: (770) 359-5808  
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**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
08/30/2018	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 Afterschool		0	0	C	30	C	NA	NA	Not In Use
Main	B 1-2 Yrs		0	0	C	14	C	NA	NA	Not In Use
Main	C Infants		0	0	C	4	C	NA	NA	Not In Use
Main	D 3-4yrs		0	0	C	13	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 61						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	A	83	C

**Comments**

Congratulations permission to operate was granted on this date!

Plan of Improvement: Developed This Date 08/30/2018

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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). 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.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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Sherita Daniel, Program Official

Date

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Jessica Grant, Consultant

Date



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### Findings Report

**Date:** 8/30/2018 **VisitType:** Initial Licensing Study **Arrival:** 8:30 AM **Departure:** 12:30 PM

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed to meet the center's capacity.

**Comment**

The Consultant discussed the proper securing of equipment and furniture with the Director to prevent tipping injuries.

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

**Met**

**Comment**

Center will not provide swimming activities, per the Director.

### 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)-Allergies and Disabilities	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Parent Names, Work Numbers	
Child # 4	Met
Child # 5	Met

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**591-1-1-.08 Children's Records****Not 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 Consultants review of files that one (1) of five (5) files reviewed were missing both parents work information. One (1) of five (5) files reviewed was missing information pertaining to allergies.

**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: 8/30/2018**

<b>Facility</b>
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**591-1-1-.19 License Capacity(CR)****Met****Comment**

The total Licensed capacity of the Center measured at 61 children, based on Consultant measurement of four (4) of four (4) classrooms.

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

No hazards observed accessible to children on this date.

**Technical Assistance**

591-1-1-.25(3) - Please replace one of the light fixtures in the infant classroom. Please touch up the paint on the walls in the after school classroom.

**Correction Deadline: 8/30/2018**

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

Portable play materials and equipment were observed for outside time.

**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 Consultants observation that the front right side of the fence and the right corner area of the fence measured three (3) feet when four (4) feet is required.

**POI (Plan of Improvement)**

The Director stated they will add a new fence.

**Correction Deadline: 8/30/2018**

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

**Technical Assistance**

591-1-1-.10 - Please ensure the portable sinks are connected while children are present.

**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.

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

**Met**

**Comment**

Discussed proper medication documentation and procedures.

**Safety**

**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.

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

**Met**

**Comment**

The Center Director stated that the Center will provide Transportation and will conduct Field Trips, however, no Transportation or Field Trips have been provided at this time. Prior to the visit and on this date, Consultant discussed with Center Director, all requirements needed in order to transport and conduct field trips with children. Consultant also observed documentation of 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 and/or Field Trips. The Consultant observed all required staff to have the required training on file. The vehicle was not on site.

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

On this date, Consultant observed four (4) of four (4) cribs 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. The Director showed the consultant proof of purchase of three additional cribs.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the Director on this date.

**Staff Records**

**Records Reviewed: 9**

**Records with Missing/Incomplete Components: 8**

Staff # 1

Not Met

Date of Hire: 06/02/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 2

Not Met

Date of Hire: 08/26/2015

"Missing/Incomplete Components"

**Records Reviewed: 9****Records with Missing/Incomplete Components: 8**

.33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate, .33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate

Staff # 3

Not Met

Date of Hire: 08/26/2015

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.,.33(3)-Health & Safety Certificate, .33(4)-Food Prep Training Missing 4 hrs.,.33(3)-Health & Safety Certificate

Staff # 4

Not Met

Date of Hire: 03/02/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training, .33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 5

Not Met

Date of Hire: 07/14/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate, .33(5)-10 Hrs. Annual Training,.33(3)-Health & Safety Certificate

Staff # 6

Met

Date of Hire: 07/02/2018

Staff # 7

Not Met

Date of Hire: 10/13/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 08/26/2015

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training, .33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 01/23/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training, .33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training

**Staff Credentials Reviewed: 9****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal records checks were observed to be complete, on this date.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on Consultants review of staff files that health and safety orientation training was not on file for eight (8) of nine (9) required staff.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 9/13/2018****Recited on 8/30/2018****Finding**

591-1-1-.33(5) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on Consultants reviewing of staff records that four (4) hours of food safety training was not on file for the cook .

**POI (Plan of Improvement)**

The Center will schedule food preparation training, as required, and follow up to ensure the training is completed.

**Correction Deadline: 9/13/2018****Recited on 8/30/2018****Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on Consultants reviewing of staff records that ten (10) hours of annual training was not on file for eight (8) staff for fiscal year 2017.

**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: 9/13/2018****Recited on 8/30/2018**

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**591-1-1-.31 Staff(CR)****Met****Comment**

On this date, the Consultant discussed with the Director 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.

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

A supervision plan was created on this date for the playground and bathroom usage.