



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: 7/26/2021 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 2:00 PM

CCLC-50130

The Mills Academy

2545 Jolly Road College Park, GA 30349 Fulton County
 (404) 768-1530 themillsacademy18@gmail.com

Mailing Address

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Regional Consultant

Erica Johnson

Phone: (404) 478-8066

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erica.johnson@dec.al.ga.gov

Joint with: Neli Todorova

Quality Rated: ★ ★

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.
07/26/2021	Licensing Study	Good Standing	
02/23/2021	Monitoring Visit	Good Standing	
02/22/2021	Complaint Investigation by Phone	Good Standing	
			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-1L-Infants & 1's	Infants	1	5	C	17	C	NA	NA	Nap
Main	B-2L- 2's	Two Year Olds	2	16	C	19	C	NA	NA	Nap
Main	C-3L Back- 3's & 4's	Three Year Olds	1	13	C	37	C	52	C	Nap
Main	D-3R Back-3's, 4's & ASP	Six Year Olds and Over and PreK	2	30	C	35	C	49	C	Nap
Main	E- 2R-2's	One Year Olds	2	6	C	22	C	NA	NA	Nap
Main	F -1R-Cafeteria		0	0	C	14	C	NA	NA	

Total Capacity @35 sq. ft.: 144

Total Capacity @25 sq. ft.: 173

Total # Children this Date: 70

Total Capacity @35 sq. ft.: 144

Total Capacity @25 sq. ft.: 173

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large	66	C
Main	Small	12	C

Comments

An Administrative Review was conducted on July 25th, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on July 26th with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: No Plan Developed

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

Tenisha Booker, Program Official	Date
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Neli Todorova, Consultant	Date
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Erica Johnson, Consultant	Date
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Findings Report

Date: 7/26/2021 **VisitType:** Licensing Study

Arrival: 1:00 PM

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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

A variety of equipment and toys were observed throughout the center.

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: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Met

Comment

591-1-1-.08(1)(b)
- Consultant discussed with Provider each child needs to have an enrollment form.

Correction Deadline: 7/26/2021

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

591-1-1-.25 - Cleanliness. The Center and surrounding premises shall 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. Consultant discussed with the Provider that the cover of the toilet tank in classroom C was missing on this date, and to ensure all toilets have lids in place. The provider stated that it was due recent repairs.

Technical Assistance

591-1-1-.25 - Please secure cleaning tools (i.e., broom, plunger) out of reach of children. Consultant discussed with Provider moving a plunger and broom from the bathroom in the two year old classroom out of the reach of children.

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

591-1-1-.26 - Consultant discussed with the provider to make sure that the fall zones and the depth of the resilient surface are as required:

Slides:

- A Minimum of four (4) feet perimeter fall (use) zone around entrance/ladder end of slide.
- A minimum of five (5) feet perimeter fall (use) zone around the exit and out from sides of slide at exit region.
-

Stand alone climbers (i.e. arch climbers, dome climbers [jungle gyms], overhead horizontal ladders [monkey bars], spiral climbers – at least four feet in all directions from climbing structures (i.e. climbers/ladders)

Resilient Surface:

- * Three (3) inches of loose fill surfacing for equipment that measures between three and five feet high .
- * Six (6) inches of loose fill surfacing for swings and equipment over five feet high

Comment

Consultant discussed with Provider the supervision plan regarding the playground.

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. Potential entrapment hazards in the fence surrounding the playground area. Biting and/or stinging insects (i.e. ants, bees, etc.). Loose and/or weak tree branches surrounding the playground area. Standing water in and around playground equipment after inclement weather. Fall zones and resilient surface.

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Center menu meets USDA guidelines.

Comment

Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Comment

Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

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

Consultant discussed with Provider diapering area should be used for diapering only.

Comment

Staff state proper knowledge of diapering procedures.

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

Staff stated proper hand washing procedures.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

During the virtual walk through of the program, Consultant discussed Emergency Preparedness plans and updating them on a regular basis, as well as observed posted plans.

591-1-1-.27 Posted Notices**Technical Assistance****Technical Assistance**

591-1-1-.27 - Please make sure that all required signs are posted and up to date. Consultant discussed with the Provider that a No Smoking sign must be posted in the center.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director and staff on this date.

Comment

Center does not provide routine transportation. Per Director the program has not provided transportation during COVID-19 pandemic.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on an observation that the center did not have sheets on the cots for the children in all classrooms.

POI (Plan of Improvement)

The Center will ensure all children have an individual sheet and blanket for nap time each day. The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

Correction Deadline: 7/26/2021**Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheep skins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on an observation that three infants were sleeping in cribs with blankets.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.
The blankets were removed by the provider during the visit.

Correction Deadline: 7/26/2021**Staff Records****Records Reviewed: 13****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 10/01/2018

Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Staff # 2	Met
Staff # 3	Met
Date of Hire: 10/14/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 06/07/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 5	Met
Date of Hire: 10/20/2020	
Staff # 6	Met
Date of Hire: 06/21/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 11/01/2018	
Staff # 8	Met
Date of Hire: 02/08/2021	
Staff # 9	Met
Date of Hire: 10/12/2020	
Staff # 10	Met
Date of Hire: 02/08/2021	
Staff # 11	Met
Date of Hire: 03/09/2021	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 01/27/2021	

Staff Credentials Reviewed: 4

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

591-1-1-.09(1) - Consultant discussed with Provider each date of hire needs to be on or after the staff clearance letter.

Comment

Criminal record checks were observed to be complete. Consultant observed evidence of all staff to have satisfactory comprehensive background check letters on this date.

Comment

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

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

Please be mindful of training expiration dates. Consultant discussed with Provider that First-Aid and CPR training is completed within the first 90 days.

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

591-1-1-.33(3) - Consultant discussed with Provider Health and Safety Orientation training should only be taken once every five years.

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on consultant that the director and employee responsible for preparation of food did not have the four hours of nutrition training.

It was determined, based on review of documents, that the director did not have evidence of completing the required four hours of nutrition training.

POI (Plan of Improvement)

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

Correction Deadline: 8/6/2021

Recited on 7/26/2021

Technical Assistance

591-1-1-.33(5) - Consultant discussed with Provider that staff is required to have 10 hours of annual training.

Correction Deadline: 8/25/2021

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

Consultant discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Finding

591-1-1-.31(1)(c) requires that a copy and/or written verification of the credential or degree awarded to the Director by the technical college, university, school or Department approved trainer listed in 591-1-1-.31(1)(b)2. (i) through (xiii) be maintained by the Center in the Director's file and such documentation shall be available for inspection by Department staff upon request. It was determined based on review of record there was no evidence of required credential for the Director.

POI (Plan of Improvement)

The Center will obtain the written verification from the Director, place it in the Director's file, and provide it to the Department if requested.

Correction Deadline: 7/26/2021

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.