



**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: 12/8/2020 **VisitType:** Licensing Study **Arrival:** 2:15 PM **Departure:** 2:50 PM

CCLC-50883

Childrens Leadership CC Academy

1515 Hickory Road Canton, GA 30115 Cherokee County
(770) 720-2090 poonam.goy01@gmail.com

Regional Consultant

Rachael Brown

Phone: (770) 342-7795
Fax: (678) 891-5887
rachael.brown@decal.ga.gov

Mailing Address
Same

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. 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.
12/08/2020	Licensing Study	Good Standing	
10/05/2020	Complaint Closure	Good Standing	
08/31/2020	Complaint Investigation 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-4's	PreK	2	17	C	21	C	NA	NA	Story
Main	B-2L-4's & Up		0	0	C	20	C	NA	NA	Not In Use
Main	C-3L-4's	PreK	2	19	C	20	C	NA	NA	Centers
Main	E-Middle R-Infants & 1's	One Year Olds	1	3	C	21	C	NA	NA	Free Play
Main	F-3R-3's & 4's	Three Year Olds and Four Year Olds	1	5	C	36	C	NA	NA	Story, Transitioning
Main	G-2R-1's	Two Year Olds	1	5	C	21	C	NA	NA	Free Play
Main	H-1R-2's		0	0	C	21	C	NA	NA	Not In Use
Main	I-Downstairs-4's & Up		0	0	C	23	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 162						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 162			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (3-12 yrs)	97	C
Main	B (1-2 yrs)	81	C
Main	C (3 - 12yrs)	25	C
Main	D Padded Courtyard (Infants)	7	C

Comments

An Administrative Review was conducted on December 8, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 16, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

Consultant issued a CBC affidavit.

Plan of Improvement: Developed This Date 12/08/2020

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.al.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

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.al.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://dec.al.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.

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

Elizabeth Timothy, Program Official

Date

Rachael Brown, Consultant

Date



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

Findings Report

Date: 12/8/2020 **VisitType:** Licensing Study **Arrival:** 2:15 PM **Departure:** 2:50 PM

CCLC-50883

Childrens Leadership CC Academy

1515 Hickory Road Canton, GA 30115 Cherokee County
(770) 720-2090 poonam.goy01@gmail.com

Mailing Address
Same

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. 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)

N/A

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property. Per the provider no swimming activities were provided.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 3

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing,.08(1)-Doctor, Clinic, Phone Numbers	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Doctor, Clinic, Phone Numbers	
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	

.08(1)-Allergies and Disabilities

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 review of records that two of five children's files did not have the name or telephone number of the child's primary source of health care and one of five child's files did not have an address of the persons to whom the child may be released. In addition, one of five children's files did not have a statement regarding known allergies or disabilities.

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: 12/8/2020

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be 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. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. During the virtual walk through the diapering area was observed and the provider displayed proper knowledge of the rules and regulations.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Liquid soap and paper towels were observed accessible in the restroom area. Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)**N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider medication was not dispensed.

Policies and Procedures
591-1-1-.29 Required Reporting**Met**

Correction Deadline: 10/5/2020

Corrected on 12/8/2020

.29(3) - Citation observed to be corrected. Consultant discussed required reporting requirements with Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff were observed to maintain a positive learning environment on this date. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider there was no routine transportation provided.

Sleeping & Resting Equipment

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. No infants are currently enrolled in the program. Discussed SIDS and infant sleeping position. Cribs and cots observed to be in good repair.

Staff Records

Records Reviewed: 12**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/30/2019	
Staff # 2	Met
Date of Hire: 09/15/2020	
Staff # 3	Met
Date of Hire: 03/11/2019	
Staff # 4	Met
Date of Hire: 07/22/2020	
Staff # 5	Met
Staff # 6	Met
Date of Hire: 09/14/2020	
Staff # 7	Met
Date of Hire: 03/11/2019	
Staff # 8	Met
Date of Hire: 09/15/2020	
Staff # 9	Met
Date of Hire: 03/11/2019	
Staff # 10	Met
Date of Hire: 11/16/2020	
Staff # 11	Met
Date of Hire: 09/01/2020	
Staff # 12	Met
Date of Hire: 01/22/2019	

Staff Credentials Reviewed: 8

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 review of records that staff #8 had a comprehensive satisfactory criminal background check that was within the 12 months of portability but had not been ported electronically to the center.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure CRC rules are maintained.

Correction Deadline: 12/8/2020

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

Complete first aid kits observed in center.

Comment

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

591-1-1-.33 Staff Training**Met****Comment**

Documentation observed of required staff training.

591-1-1-.31 Staff(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. The program was in compliance with the Executive Order issued on May 12, 2020.

Staffing and Supervision

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio was observed.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.

Correction Deadline: 10/5/2020**Corrected on 12/8/2020**

.32(7) - Citation observed to be corrected on this date. Consultant observed appropriate supervision during the virtual walk through.