



**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:** 4/13/2021    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 12:25 PM

**CCLC-52188**

**Kids Harbor of Grayson**

444 Pine Grove Avenue Grayson, GA 30017 Gwinnett County  
 (770) 237-8880 director.grayson@cadence-academy.com

**Regional Consultant**

Dianne Clarke

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dianne.clarke@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:**

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
04/13/2021	Monitoring Visit	Good Standing	
10/28/2020	Licensing Study	Good Standing	
12/18/2019	Initial Licensing Study	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-1's	One Year Olds	2	8	C	13	C	NA	NA	Free Play
Main	B-2L-2's	Two Year Olds	2	11	C	20	C	NA	NA	Art,Free Play
Main	C- 3L-2's	Two Year Olds	2	14	C	18	C	NA	NA	Outside
Main	D-4L-3's	Three Year Olds	1	10	C	15	C	21	C	Outside
Main	E-5L-3's	Three Year Olds	1	13	C	18	C	25	C	Outside
Main	F-6L-4's & Up	PreK	2	17	C	25	C	35	C	Outside
Main	G-5R-4's & Up	PreK	2	18	C	26	C	36	C	Transitioning,Out side
Main	H-4R-4's & Up		0	0	C	20	C	28	C	
Main	I-3R-5's & Up	Three Year Olds	2	13	C	15	C	21	C	Outside
Main	J-2R-4's & Up	PreK	2	17	C	20	C	28	C	Snack
Main	K-1R-Infants	Infants and One Year Olds	2	9	C	13	C	NA	NA	Feeding,Free Play,Nap
Total Capacity @35 sq. ft.: 203						Total Capacity @25 sq. ft.: 258				
Total # Children this Date: 130						Total Capacity @35 sq. ft.: 203				
						Total Capacity @25 sq. ft.: 258				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Front Left-2's	25	C
Main	Playground B - Left Middle-3's & 4's	54	C

Main	Playground C-Left Rear-4's & Up	90	C
Main	Playground D- Back R-4's & Up	138	C
Main	Playground E-Right Middle-4's & Up	85	C
Main	Playground F-Front Right-Infants	14	C
Main	Special Use-Splash Pad	24	C


**Comments**

A virtual inspection was conducted on April 13, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

Emailed a copy of the Emergency Preparedness Plan to compare with what center has on file.

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/Regulations.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](mailto: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.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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Debbie Spies, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

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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**

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

#### Facility

**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 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. No hazards observed accessible to children on this date.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground observed to be clean and in good repair.

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

#### Food Service

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

591-1-1-.15(2)(f) - 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.

**Correction Deadline: 4/13/2021**

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**Health and Hygiene**

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**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.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Documentation for medication dispensing observed complete.

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**Policies and Procedures**

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

A virtual visit was conducted due to the COVID-19 pandemic. The consultant discussed emergency drill requirements and emergency plans with the Director.

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**591-1-1-.29 Required Reporting****Met****Comment**

Reminder: Please be sure to contact the Gwinnett County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Also, please complete a Required Report in DECAL KOALA for communicable diseases.

Please be sure to report temporary closures in DECAL KOALA under the Required Report tab whenever there are temporary closures for one day or more.

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**Safety**

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**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 on this date.

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Please remember the Governor's Executive Order does not allow for field trips at this time.

**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that six out of 14 children that participated in transportation, did not have the physician's information completed on their medical emergency forms.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 4/14/2021**

**Correction Deadline: 10/29/2020**

**Corrected on 4/13/2021**

.36(7)(c)2. - The previous citation was observed to be corrected in that the load and unload were observed to be completed for the week of March 22, 2021 and March 29, 2021.

**Correction Deadline: 10/29/2020**

**Corrected on 4/13/2021**

.36(7)(c)3. - The previous citation was observed to be corrected in that the return time to the center was observed to be completed for the week of March 22, 2021 and March 29, 2021.

**Sleeping & Resting Equipment**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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: 25**

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

Staff # 1	Met
Date of Hire: 12/10/2019	
Staff # 2	Met
Date of Hire: 08/30/2018	
Staff # 3	Met
Date of Hire: 05/30/2018	
Staff # 4	Met
Date of Hire: 10/05/2020	
Staff # 5	Met

Date of Hire: 05/30/2018

Staff # 6 Met

Date of Hire: 02/12/2021

Staff # 7 Met

Date of Hire: 10/14/2019

Staff # 8 Met

Date of Hire: 12/10/2019

Staff # 9 Met

Date of Hire: 07/29/2020

Staff # 10 Met

Date of Hire: 08/05/2020

Staff # 11 Met

Date of Hire: 05/30/2018

Staff # 12 Met

Date of Hire: 06/12/2018

Staff # 13 Met

Date of Hire: 02/01/2021

Staff # 14 Met

Date of Hire: 02/25/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 15 Met

Date of Hire: 04/13/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 16 Met

Date of Hire: 04/05/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17 Met

Date of Hire: 02/22/2021

Staff # 18 Met

Date of Hire: 11/24/2020

Staff # 19 Met

Date of Hire: 12/14/2020

Staff # 20 Date of Hire: 01/29/2020	Met
Staff # 21 Date of Hire: 02/11/2020	Met
Staff # 22 Date of Hire: 05/30/2018	Met
Staff # 23 Date of Hire: 08/13/2016	Met
Staff # 24 Date of Hire: 08/12/2016	Met
Staff # 25 Date of Hire: 02/20/2019	Met

**Staff Credentials Reviewed: 12****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Director provided nine files for employees hired since last visit.

**Comment**

Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry. Please ensure that records checks are redone if there is a six month break in service.

Please ensure that satisfactory records checks are updated before the expiration date.

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

591-1-1-.31(13) - 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. The program was in compliance with the Executive Order issued on March 31, 2021.

**Correction Deadline: 4/13/2021**

**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. Center observed to maintain appropriate staff:child ratios.

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



**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.