



**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:** 3/18/2020 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 6:30 PM

**CCLC-52476**

**Bizee Brains Learning Academy**

2721 Highway 138E Jonesboro, GA 30236 Clayton County  
 (678) 479-2500 bizeebrains@gmail.com

**Mailing Address**

P.O. Box 2697  
 Jonesboro, GA 30236

**Regional Consultant**

Margaret Pringle

Phone: (404) 985-6259

Fax: (678) 913-0625

margaret.pringle@dec.al.ga.gov

Joint with: Jennifer Salies

**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.
03/18/2020	Initial Licensing Study	Good Standing	
			<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.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 5	Rm. A- Preschool		0	0	C	19	C	NA	NA	
Building 5	Rm. B- Preschool		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 38			Total Capacity @25 sq. ft.: 0							
one	Cafeteria		0	0	C	0	C	NA	NA	
one	Rm A:EHS 1R: 1 yr olds		0	0	C	8	C	NA	NA	
one	Rm B:EHS 2R: Infants		0	0	C	8	C	NA	NA	
one	Rm C:EHS 2yrs olds		0	0	C	8	C	NA	NA	
one	Rm G:5L: 1's-2's		0	0	C	12	C	NA	NA	
one	Rm H: 6L : Toddler 2	Two Year Olds	2	3	C	17	C	NA	NA	Lunch
one	Rm I: 7L: Preschool	Three Year Olds and Four Year Olds	3	5	C	15	C	NA	NA	Lunch
one	Rm J: 8L(inside 7L) Toddler 1's	One Year Olds	2	3	C	13	C	NA	NA	Lunch
one	Rm K: 9L: Infant 2	Infants and One Year Olds	2	2	C	6	C	NA	NA	Lunch, Floor Play
one	RM L:10L EHS (inside 9L): 3's		0	0	C	12	C	NA	NA	
Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0							
six	Left		0	0	C	20	C	NA	NA	

six	Right		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 41					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 13		Total Capacity @35 sq. ft.: 178			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Playgrounmd	Playground A -2-3's group	58	C
Playgrounmd	Playground B -infant-Toddler	47	C
Playgrounmd	Playground C -infant-toddler	10	C

#### Comments

Temporary license was not issued on this date pending approvals and citation correction. POI letter was issued and a phone conference will be scheduled. Completed amendment form for building five, discussed amend,emt form for building three and four when ready to occupy. Also PreK variance was completed on this date.

Plan of Improvement: To Be Submitted 03/27/2020

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.decga.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@decga.gov](mailto:CCSRefutations@decga.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://decga.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](mailto:qualityrated@decal.ga.gov)

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Terese Lackley, Program Official

Date

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Margaret Pringle, Consultant

Date

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Jennifer Salies, Consultant

Date



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### Findings Report

**Date:** 3/18/2020 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 6:30 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)**

**Not Met**

**Finding**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that a brown large self in classroom B of building 5 was not secured to the wall and could be easily tipped over creating a hazard. Further the computer monitors in classrooms A and B in building 6 were not secured and could be tipped over creating a hazard.

**Correction Deadline: 3/18/2020**

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

**Met**

**Comment**

Pool not in use at this time, gates observed locked.

### 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(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)-Doctor, Clinic, Phone Numbers	

**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 Consultant's observation during the reviewing of children records, three of five files lacked name and telephone number of the child's primary source of health care.

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**Correction Deadline: 3/18/2020**

	<b>Facility</b>
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**591-1-1-.06 Bathrooms**

**Not Met**

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the ventilation in the bathrooms in Building 5 were not functioning.

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**Correction Deadline: 4/17/2020**

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

An amendment was completed on this date to add building number five to the licensed capacity.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Not Met</b>
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**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that there were toilet brushes and plungers accessible to children in the bathrooms of classrooms I and J of Building 1, and classrooms A and B of Buildings 5 and 6.

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**Correction Deadline: 3/19/2020**

**Finding**

591-1-1-.25(17) requires that the Center premises be free of plants and shrubs which are poisonous or hazardous. It was determined based on observation that vegetation was growing through the fence on classroom A (left side) along the back side.

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**Correction Deadline: 3/18/2020**

**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 observation, that the ceiling tiles in the bathrooms of classrooms G and I of Building 1, were warped and needing repair.

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**Correction Deadline: 3/31/2020**

**Technical Assistance**

591-1-1-.25(8) - Consultant discussed covering all outlets when not in use in Building 6, Pre-K classrooms, no children were present.

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**Correction Deadline: 3/18/2020**

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**591-1-1-.25 Physical Plant-Structural/Mechanical**

**Technical Assistance**

**Technical Assistance**

591-1-1-.25(21) - Please ensure decals are added at the children eye level in the toddlers and Preschool rooms.

**Correction Deadline: 3/28/2020**

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**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 observation that there was a four (4) inch gap at the bottom of the front gate on playground A, when it should not measure between three and one half (3-1/2) and nine (9) inches. Further, rust was observed throughout the fence on all playgrounds.

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**Correction Deadline: 3/28/2020**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that on playground B, the anchors on the equipment were raised causing a tripping hazard.

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**Correction Deadline: 3/28/2020**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the fall zone of the swings on playground A was measuring eight (8) feet in the back of the swing and eleven (11) feet in the front of the swing when fourteen (14) feet are required. Also, the fall zone out to the side of the swing on the right side measured three (3) feet when six (6) feet are required and the swing on the left side, next to the climbing structure, had zero (0) fall zones to the side when six (6) feet are required.

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**Correction Deadline: 3/28/2020**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation, that there were exposed tree roots along the back of playground A.

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**Correction Deadline: 3/28/2020**

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

**Not Met**

**Comment**

Discussed labeling disposable and non-disposable containers in all diapering rooms.

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**Comment**

Staff state proper knowledge of diapering procedures.



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**Finding**

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open. It was determined based on observation that there were no ventilation fans or operable windows in Building 1, classrooms H, J, and K.

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**Correction Deadline: 3/31/2020**

**Finding**

591-1-1-.10(2) requires Centers first licensed after March 1, 1991, and Centers that renovate existing plumbing facilities, to have a hand washing sink with running heated water located adjacent to the diapering area. Flush sinks shall not be used for hand washing. Cleansing procedures in other facilities shall be approved by the Department. It was determined based on observation that the changing table in classroom J was not adjacent to the sink.

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**Correction Deadline: 3/18/2020**

**Finding**

591-1-1-.10(9) requires Center Staff to not use the area used for diapering for food preparation and to keep the diapering area clear of formulas, food, food utensils and food preparation items. It was determined based on Consultant's observation food ( such as green beans, broccoli, bread, and fruit cocktail) was being served from the diapering counter and two bowls were in the sink that children had used.

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**Correction Deadline: 3/18/2020**

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

Staff were observed to remind children to wash hands and observed staff washing their hands.

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**591-1-1-.20 Medications(CR)****Not Met****Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on Consultant's observation during the reviewing of forms two of two forms were incomplete in that the dates were not documented when dispensed or if the child was absent.

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Correction Deadline: 3/18/2020

<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Animals maintained clean and appropriately caged.

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****Not Met****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 review of transportation files, that 34 of 34 children files were incomplete in that they were missing contact information to include, names, address and phone numbers of the child's doctor.

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**Correction Deadline: 3/19/2020**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of transportation logs, dated from March 9, 2020 through March 13, 2020, that documentation was missing to account for each child listed.

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**Correction Deadline: 3/19/2020**

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of transportation log, dated from March 9, 2020 through March 13, 2020, that the departure times and arrival times were missing on the transportation log.

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**Correction Deadline: 3/19/2020**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of transportation logs, dated from March 9, 2020 through March 13, 2020, that the first check signature was missing.

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**Correction Deadline: 3/19/2020**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of transportation log, dated from March 9, 2020 through March 13, 2020, that the second signature was missing on the transportation log.

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**Correction Deadline: 3/18/2020**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Technical Assistance**

**Comment**

Discussed SIDS and infant sleeping position. Sixteen (16) of sixteen (16) cribs were present meeting safety compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards as they were manufactured in 2014.

**Technical Assistance**

591-1-1-.30(4) - Please ensure all cots/mats are covered and made inaccessible to the children in care.

**Correction Deadline: 3/18/2020**

<b>Staff Records</b>
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**Records Reviewed: 17**

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

Staff # 1	Met
Date of Hire: 09/09/2019	
Staff # 2	Met
Date of Hire: 09/09/2019	
Staff # 3	Met
Date of Hire: 03/02/2020	
Staff # 4	Met
Date of Hire: 03/02/2020	

**Records Reviewed: 17****Records with Missing/Incomplete Components: 0**

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Staff # 5	Met
Date of Hire: 03/02/2020	
Staff # 6	Met
Date of Hire: 03/02/2020	
Staff # 7	Met
Date of Hire: 02/03/2020	
Staff # 8	Met
Date of Hire: 03/02/2020	
Staff # 9	Met
Date of Hire: 08/02/2019	
Staff # 10	Met
Date of Hire: 03/16/2020	
Staff # 11	Met
Date of Hire: 03/02/2020	
Staff # 12	Met
Date of Hire: 03/02/2020	
Staff # 13	Met
Date of Hire: 02/03/2020	
Staff # 14	Met
Date of Hire: 03/02/2020	
Staff # 15	Met
Date of Hire: 03/17/2020	
Staff # 16	Met
Date of Hire: 03/02/2020	
Staff # 17	Met
Date of Hire: 04/25/2013	

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**Staff Credentials Reviewed: 0**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Criminal record checks were observed to be complete.

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

**Comment**

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

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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.

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

Center observed to maintain appropriate staff:child ratios.

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

Center observed to maintain appropriate staff:child ratios.