



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: 11/19/2020 **VisitType:** Initial Licensing Study **Arrival:** 9:20 AM **Departure:** 1:45 PM

CCLC-53450

Shinning Hill Student Program L.L.C.

5658 Riverdale Road Suite P College Park, GA 30349 Clayton County
 (470) 615-7807 shinninghillprogram@gmail.com

Regional Consultant

Angela Byrd

Phone: (678) 920-3975

Fax:

angela.byrd@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
11/19/2020	Initial Licensing Study	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	Room A		0	0	C	14	C	NA	NA	
Main	Room B		0	0	C	11	C	NA	NA	
Main	Room C		0	0	C	9	C	NA	NA	
Main	Room D		0	0	C	5	C	NA	NA	
Total Capacity @35 sq. ft.: 39			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 39							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	16	C

Comments

An Administrative Review was conducted on November 19, 2020. Staff files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted on November 19, 2020. The exit conference was conducted in person on November 19, 2020 at 1:30p.m. with the director/owner. Compliance with the Executive Order issued on June 15, 2020 was reviewed during the inspection and discussed during the exit conference.

The program was issued Permission to Operate on November 19, 2020.

The program does not carry liability insurance. A sign was posted on the posted notice board.

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

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.dec.state.ga.us/> 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.

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

Monique Crockett, Program Official

Date

Angela Byrd, Consultant

Date



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Findings Report

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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

On this date, consultant observed equipment, furniture and toys throughout the center, to be non - hazardous, fully - secured, and not able to cause injury from tipping, falling, or being pulled or pushed over.

Correction Deadline: 11/19/2020

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

Met

Comment

Center does not provide swimming activities. A pool is not on the property. On this date, the center director/owner stated that the program will not participate in swimming activities. Consultant discussed swimming requirements with center director/owner, prior to the visit and on this date. Consultant also stated to center director/owner that prior to participating in swimming activities, in water two (2) feet in depth or greater, the center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review swimming rules.

Facility

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

Met

Comment

No children were enrolled on this date. The program has a capacity of 39 occupants.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair on this date.

Health and Hygiene

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

There were no children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation. Cleaning and sanitizing requirements for diapering were discussed with the director/owner on this date.

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. Liquid soap and paper towels were observed accessible in the restroom area.

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

The center director/owner stated that the center does not currently dispense medication. Consultant discussed proper medication documentation and administration procedures with center director/owner, prior to the visit and on this date.

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/owner stated that the center will not provide routine transportation and field trips at this time. Consultant discussed with center director and owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to center director/owner that prior to providing transportation and/or field trips, the center is required to complete and maintain documentation of current 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 ensure all transportation/field trip checklists/forms and vehicle requirements are met. Further, consultant stated to center director/owner, that prior to providing transportation and/or field trips, the center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all transportation and field trip requirements.

Sleeping & Resting Equipment

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

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

Comment

The program is licensed to serve children ages one-year and older. Cribs for resting equipment are not required. Consultant also discussed all Safe Sleeping and Resting requirements with center director/owner, prior to the visit and on this date.

Correction Deadline: 11/29/2020

Staff Records

Records Reviewed: 3**Records with Missing/Incomplete Components: 0**

Staff # 1 Met
Date of Hire: 11/19/2020

Staff # 2 Met
Date of Hire: 11/19/2020

Staff # 3 Met
Date of Hire: 11/19/2020

Staff Credentials Reviewed: 2

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

On this date, consultant observed a Satisfactory Gemalto COGENT Criminal Records Check Determination letter, regarding three (3) center employees. Consultant also discussed all Gemalto COGENT Criminal Records Check requirements with center owner, prior to the visit and on this date.

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 June 15, 2020.

Comment

Staff observed to be compliant with applicable laws and regulations on this date.

Staffing and Supervision

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.

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

There were no children enrolled on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.