



**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: 8/31/2017 **VisitType:** Licensing Study **Arrival:** 10:20 AM **Departure:** 12:45 PM

CCLC-676

Norcross Human Services Cluster

5030 Georgia Belle Court, Suite 1069 Norcross, GA 30093 Gwinnett County
(678) 225-5427 jeanetta.hampton@ndohs.org

Mailing Address
Same

Regional Consultant

Ruby Norman
Phone: (770) 405-7959
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Compliance Zone Designation		
08/31/2017	Licensing Study	Good Standing
02/28/2017	Licensing Study	Good Standing
11/03/2016	Monitoring Visit	Good Standing

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.

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-6R	Three Year Olds	2	17	C	20	C	NA	NA	Centers
Main	B- 5R	Three Year Olds and Four Year Olds	2	15	C	20	C	NA	NA	Centers
Main	C- 4R	PreK	2	17	C	20	C	NA	NA	Centers
Main	D- 3R	PreK	2	18	C	20	C	NA	NA	Centers
Main	E- 2R		0	0	C	20	C	NA	NA	
Main	F- 1R		0	0	C	20	C	NA	NA	
Main	G- 1L	PreK	2	17	C	20	C	NA	NA	Transitioning
Main	H- 2L	PreK	2	22	C	20	NC	NA	NA	Centers
Main	J- 3L		0	0	C	22	C	NA	NA	
Main	K- 4L		0	0	C	22	C	NA	NA	

Total Capacity @35 sq. ft.: 204

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 106

Total Capacity @35 sq. ft.: 204

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 08/31/2017

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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.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.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)

Jeanetta Hampton, Program Official

Date

Ruby Norman, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Met****Comment**

591-1-1-.03(1) - Current weekly lesson plans with varied activities posted in all classrooms.

Correction Deadline: 8/31/2017

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

Observed-Variety Throughout Center

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

No Swimming Activities Provided

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

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on a review of records in G-1L classroom there were two signatures missing for arrival time on August 31, 2017 on the sign in and out sheet.

POI (Plan of Improvement)

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

Correction Deadline: 8/31/2017

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

Met

Comment

Variance to house 22 children in the Pre-k Classroom.

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

Met

Comment

Observation-No Hazards Accessible

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

Met

Comment

Observation-Clean/Good Repair

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

Met

Comment

The center does not care for children requiring diapering.

591-1-1-.17 Hygiene(CR)

Met

Comment

Observed-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR)

Met

Comment

Director stated that no medication is dispensed at this time.

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

Met

Comment

Observed-Positive Learning Environment

591-1-1-.36 Transportation(CR)

Met

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Met

Comment

Correct number of mats; disinfecting discussed

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/13/2013	
Staff # 2	Met
Date of Hire: 02/06/2014	
Staff # 3	Met
Date of Hire: 01/07/2014	
Staff # 4	Met
Date of Hire: 11/15/2011	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 08/01/2000	
Staff # 8	Met
Date of Hire: 03/13/2014	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 09/05/2013	
Staff # 11	Met
Date of Hire: 11/05/2018	
Staff # 12	Met
Date of Hire: 10/15/2016	
Staff # 13	Met
Date of Hire: 10/21/2016	
Staff # 14	Met
Date of Hire: 08/11/2008	

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 15	Met
Date of Hire: 07/01/2015	
Staff # 16	Met
Date of Hire: 09/04/2017	
Staff # 17	Met
Date of Hire: 07/21/2011	

Staff Credentials Reviewed: 17

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment
Criminal Records Check complete

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

Comment
591-1-1-.31(5)(a) - Staff are in compliance with applicable laws and regulations.
Correction Deadline: 8/31/2017

Staffing and Supervision

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

Comment
Observed-Appropriate Staff:Child Ratios

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

Comment
Observed-Direct Supervision/Attentive Staff