



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: 1/26/2018 **VisitType:** Monitoring Visit

Arrival: 11:30 AM

Departure: 1:40 PM

CCLC-879

Ashford Academy

4472 Chamblee Dunwoody Road Dunwoody, GA 30338 DeKalb County
(770) 451-4869 natasha.ma@yahoo.com

Regional Consultant

Ashli Conners

Phone: (770) 405-7960

Fax: (404) 591-5808

ashli.conners@dec.al.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.
01/26/2018	Monitoring Visit	Good Standing	
09/01/2017	Licensing Study	Good Standing	
03/01/2017	Monitoring Visit	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 1R	Infants and One Year Olds	2	12	C	16	C	NA	NA	Nap,Feeding
Main	B 2R	One Year Olds	2	16	C	16	C	NA	NA	Nap
Main	C 3R	Three Year Olds and Four Year Olds	2	17	C	22	C	NA	NA	Nap
Main	D Middle Back	Two Year Olds	2	20	C	21	C	NA	NA	Nap
Main	E Left Rear	PreK	2	21	C	20	NC	NA	NA	Lunch
Main	F Middle(Cafeteria School age)		0	0	C	17	C	NA	NA	
Main	G Well Area		0	0	C	14	C	NA	NA	
		Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Insufficient Toilets/Sinks			
Total # Children this Date: 86		Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 01/26/2018

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.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Natasha Hashim, Program Official

Date

Ashli Conners, 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 variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on Consultant's observation that classroom E provided care for 21 children in a room with a license capacity for 20 children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 1/26/2018

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

591-1-1-.26(8) - The Consultant discussed with the Director the maintenance of the resilient surface. There were no children observed on the playground on this date.

Correction Deadline: 2/5/2018

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

Staff stated proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Technical Assistance****Comment**

Complete documentation of transportation observed.

Technical Assistance

591-1-1-.36(3)(a-b)-The Consultant discussed with the Director ensuring that the center obtains two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children.

Correction Deadline: 2/5/2018

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Comment**

Discussed SIDS and infant sleeping position.

Technical Assistance

591-1-1-.30(2)(c)- The Consultant discussed with the Director that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib.

Correction Deadline: 1/26/2018

Staff Records**Records Reviewed: 26****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 02/18/2010	
Staff # 2	Met
Date of Hire: 08/08/2016	
Staff # 3	Met
Date of Hire: 08/16/2016	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 02/15/2017	
Staff # 6	Met
Date of Hire: 11/07/2017	
Staff # 7	Met
Date of Hire: 05/04/2006	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 10/14/1999	
Staff # 10	Met
Date of Hire: 08/28/2017	
Staff # 11	Met
Date of Hire: 10/03/2017	
Staff # 12	Met
Date of Hire: 01/12/2018	
Staff # 13	Met
Date of Hire: 04/19/1999	
Staff # 14	Met

Records Reviewed: 26**Records with Missing/Incomplete Components: 0**

Date of Hire: 01/29/2018

Staff # 15

Met

Date of Hire: 01/07/2015

Staff # 16

Met

Date of Hire: 02/01/2018

Staff # 17

Met

Date of Hire: 01/22/2018

Staff # 18

Met

Date of Hire: 02/15/2016

Staff # 19

Met

Date of Hire: 08/07/2017

Staff # 20

Met

Date of Hire: 01/09/2018

Staff # 21

Met

Date of Hire: 09/22/2015

Staff # 22

Met

Date of Hire: 06/22/2011

Staff # 23

Met

Date of Hire: 02/19/2013

Staff # 24

Met

Date of Hire: 05/21/2012

Staff # 25

Met

Date of Hire: 04/23/2001

Staff # 26

Met

Date of Hire: 08/26/2015

Staff Credentials Reviewed: 26

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

Criminal records checks were observed to be complete for all staff.

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

Correction Deadline: 10/1/2017

Corrected on 1/26/2018

.33(3) - Consultant observed previous citation to be corrected in that consultant saw Health and Safety Training completed for the staff members missing the required training.

Correction Deadline: 10/1/2017

Corrected on 1/26/2018

.33(4) - Consultant observed previous citation to be corrected in that consultant saw the required ten clock hours of annual training completed for staff member for the year of 2017.

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.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.