



**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: 2/20/2019 **VisitType:** Monitoring Visit **Arrival:** 1:30 PM **Departure:** 3:00 PM

CCLC-930

Brookwood Learning Center

545 Hardee St. Dallas, GA 30132 Paulding County
(770) 445-1133 brookwood545@comcast.net

Regional Consultant

Karyn Presley

Phone: (770) 342-7904

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karyn.presley@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
02/20/2019	Monitoring Visit	Good Standing
08/08/2018	Licensing Study	Good Standing
05/30/2018	Licensing Study	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	Front Left	Three Year Olds and Four Year Olds	1	10	C	20	C	NA	NA	Nap	
Main	GA Prek Back Left	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	12	C	20	C	NA	NA	Nap	
Main	GA Prek Front Right		0	0	C	21	C	NA	NA	Not In Use	
Main	Infant Middle Back Left	Infants	1	3	C	6	C	NA	NA	Nap, Floor Play	
Main	Middle Back Right	One Year Olds and Two Year Olds	2	11	C	20	C	NA	NA	Nap	
Total Capacity @35 sq. ft.:			87			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 36			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler	29	C
Main	Preschool/School age	125	C

Comments

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/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@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

Amanda Drummond, Program Official

Date

Karyn Presley, 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-.19 License Capacity(CR) **Met**

Comment

Licensed capacity observed to be routinely met by center.

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

Correction Deadline: 5/30/2018

Corrected on 2/20/2019

.25(3) - Previous citation was observed to be corrected in that the tiles are in good repair.

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

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.18 Kitchen Operations **Met**

Correction Deadline: 6/9/2018

Corrected on 2/20/2019

.18(2) - Previous citation was observed corrected in that the cook top was clean and in good condition.

Health and Hygiene

591-1-1-.07 Children's Health

Met

Comment

Discussed the following rule with the provider 591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items.

Correction Deadline: 2/20/2019

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

Documentation for medication dispensing observed complete.

Safety

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

Met

Comment

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

591-1-1-.13 Field Trips(CR)

Met

Correction Deadline: 5/30/2018

Corrected on 2/20/2019

.13(5) - Previous citation was observed to be corrected in that children's medical emergency forms are being taken on all field trips

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

Met

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed.

Discussed requirement to have mats for all children, including school age children if they are resting.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 08/01/2004	Met
Staff # 2 Date of Hire: 08/01/2018	Met
Staff # 3 Date of Hire: 11/28/2016	Met
Staff # 4 Date of Hire: 03/26/2018	Met
Staff # 5 Date of Hire: 03/28/2016	Met
Staff # 6 Date of Hire: 01/01/2018	Met
Staff # 7 Date of Hire: 08/07/2017	Met
Staff # 8 Date of Hire: 06/04/2018	Met
Staff # 9 Date of Hire: 01/01/2018	Met
Staff # 10 Date of Hire: 10/03/2017	Met
Staff # 11 Date of Hire: 08/13/2018	Met
Staff # 12 Date of Hire: 06/05/2018	Met
Staff # 13 Date of Hire: 02/12/2018	Met
Staff # 14 Date of Hire: 02/04/2019	Met

Staff Credentials Reviewed: 14

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided four files for employees hired since last visit.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Staff observed to provide direct supervision and be attentive to children's needs.