



**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

**Cover Sheet**

**Date:** 5/23/2022 **VisitType:** LS POI Follow Up

**Arrival:** 11:25 AM

**Departure:** 2:50 PM

**CCLC-39003**

**Carrington Academy at Majors**

8150 Majors Road Cumming, GA 30041 Forsyth County  
(678) 455-0555 rikki.whitcomb@carringtonacademy.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.gov

**Mailing Address**

Same

**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.
05/23/2022	LS POI Follow Up	Good Standing	
04/14/2022	Incident Investigation Closure	Good Standing	
03/01/2022	Incident Investigation & Follow Up	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	1L - Rm 2 - Older infants	One Year Olds and Two Year Olds	1	4	C	12	C	NA	NA	Transitioning
Main	1R - Rm 1 - Young infants	Infants	1	3	C	12	C	NA	NA	Free Play, Floor Play
Main	2L - Rm 3 - 1 Year old		0	0	C	18	C	NA	NA	
Main	2R - Rm 4 - older 1's	Two Year Olds	1	9	C	16	C	NA	NA	Lunch
Main	3L - Rm 7 - 3's	Three Year Olds and Four Year Olds	1	13	C	20	C	NA	NA	Lunch
Main	3R - Rm 5 - 2 yrs	Two Year Olds and Three Year Olds	1	9	C	20	C	NA	NA	Nap
Main	4L - Rm 8 - Private Pre-k	Four Year Olds and Five Year Olds	1	15	C	20	C	NA	NA	Lunch
Main	4R - Rm 6 - 3's	Three Year Olds	1	15	C	20	C	NA	NA	Nap
Main	5L - Rm 12 - Ga. Pre-k	GA PreK	2	20	C	20	C	NA	NA	Centers
Main	5R - Rm 11 - Ga. Pre-k	GA PreK	1	16	C	20	C	NA	NA	Transitioning, Nap
Main	6L - Rm 10 - Ga Pre-k	GA PreK	2	16	C	20	C	NA	NA	Lunch
Main	Middle Back - Rm 9 - Private Pre-k	Five Year Olds	1	13	C	20	C	NA	NA	Nap
Main	Middle Front - Activity Room		0	0	C	22	C	NA	NA	

Total Capacity @35 sq. ft.: 240

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - right playground	37	C
Main	B - Left side	68	C
Main	C - Back	44	C
Main	Special Use - Water	9	C

**Comments**

On this date, consultant followed up to previous visit and conducted an on-site Licensing study. Consultant requested provider submit required documents for the Administrative Review process.

Reminders: Please be sure to contact the Forsyth County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Please also complete a Required Report in DECAL KOALA for all communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

As of August 2, 2021, all amendments are required to be entered in DECAL KOALA.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

If your center conducts transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Plan of Improvement: Developed This Date 05/23/2022

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.decgal.ga.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



**Important Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@decgal.ga.gov](mailto:qualityrated@decgal.ga.gov) for more information. Free technical assistance is available!

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.

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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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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.'

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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)

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Rikki Whitcomb, Program Official

Date

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Dianne Clarke, Consultant

Date



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**Findings Report**

**Date:** 5/23/2022 **VisitType:** LS POI Follow Up

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**CCLC-39003**

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The following information is associated with a LS POI Follow Up:

**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.

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 2**

Child # 1 Met

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 4 Met

Child # 5 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 a review of records that child #2 and #3 did not have their father's work address recorded on their enrollment information.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 5/23/2022**

**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)**

**Not Met**

**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 the following hazards were observed:

- 1R Room 1 Young Infants: A staff's purse was observed on a low shelf and was accessible.
- 2R Rm 4 Older 1's: Sunscreen was observed in a child's cubby and was accessible.
- 3L Rm 7 3's: Shaving cream, matte finish sprays and lotion were in an unlocked closet. Lens wipes were found in a child's bag and read keep out of reach of children.
- 5L Rm 12 Ga Pre-K: Nasal spray was observed in a child's bag and was accessible.
- 5R Rm 11 Ga Pre-K: Sunscreen and hand sanitizer were observed in a child's bag and were accessible.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 5/23/2022**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26(6) - Please ensure that all tricycles have their pedals and are in good repair or are removed from the playground.

**Correction Deadline: 6/2/2022**

**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)****Not Met****Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper pad was observed to be torn in the 1L Rm 2 Older Infant classroom.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 6/10/2022**

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**591-1-1-.17 Hygiene(CR)****Met****Correction Deadline: 4/7/2022****Corrected on 5/23/2022**

.17(2) - The previous citation was observed to be corrected in that staff were retrained, children are changed every two hours or as needed and there are weekly meetings going over diaper procedures.

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

The Provider currently does not dispense/administer medication.

**Safety**

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

Staff stated that redirection and talking with children are used for discipline.

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**591-1-1-.36 Transportation(CR)****Met****Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)3 requires that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. It was determined based on observation that there were three children napping without sheets on their cots in the 3R Rm 5 2 yrs classroom and one without a sheet in the 4R Rm 6 3's classroom.

**POI (Plan of Improvement)**

The Center will ensure that sheets are marked for individual use or washed daily and that marked sheets are washed at least weekly.

**Correction Deadline: 5/23/2022****Staff Records****Records Reviewed: 23****Records with Missing/Incomplete Components: 3**

Staff # 1

Met

**Records Reviewed: 23****Records with Missing/Incomplete Components: 3**

Staff # 2 Date of Hire: 05/16/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3 Date of Hire: 12/15/2014	Met
Staff # 4 Date of Hire: 08/25/2020	Met
Staff # 5 Date of Hire: 03/28/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6 Date of Hire: 07/26/2021	Met
Staff # 7 Date of Hire: 11/07/2011	Met
Staff # 8	Met
Staff # 9 Date of Hire: 03/06/2017	Met
Staff # 10	Met
Staff # 11 Date of Hire: 06/03/2021	Met
Staff # 12 Date of Hire: 08/01/2019	Met
Staff # 13 Date of Hire: 02/01/2022 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 14 Date of Hire: 10/06/2015	Met
Staff # 15 Date of Hire: 08/11/2017	Met
Staff # 16 Date of Hire: 09/16/2019	Met

**Records Reviewed: 23**

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

Staff # 17 Date of Hire: 08/02/2021	Met
Staff # 18 Date of Hire: 10/30/2021	Met
Staff # 19 Date of Hire: 08/07/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 20 Date of Hire: 01/06/2013	Met
Staff # 21 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 22	Met
Staff # 23	Met

**Staff Credentials Reviewed: 9**

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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.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

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**591-1-1-.14 First Aid & CPR Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff #13 did not have evidence of CPR and First Aid training.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 6/22/2022**



**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff #19 and #21, did not have evidence of ten hours of annual training completed for 2021.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 6/22/2022**

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

Met

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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

**Correction Deadline: 4/7/2022**

**Corrected on 5/23/2022**

**.32(7) - The previous citation was observed to be corrected in that appropriate supervision was observed. The provider stated that staff were retrained with name to face training and the route to and from the playground was shortened.**