



**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:** 10/25/2022 **VisitType:** Licensing Study

**Arrival:** 2:40 PM

**Departure:** 6:45 PM

**CCLC-3942**

**Cannon Afterschool**

2424 Webb Gin House Road Snellville, GA 30078 Gwinnett County  
 (678) 501-6437 nataliet@cannonchurch.org

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

| <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 10/25/2022                         | Licensing Study  | Good Standing |  |
| 04/26/2022                         | Licensing Study  | Good Standing |  |
| 10/25/2021                         | 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                            | 302  | Six Year Olds and Over                    | 1                               | 1        | C    | 15         | C            | NA         | NA           | Snack                   |
| Main                            | 303  | Five Year Olds and Six Year Olds and Over | 1                               | 3        | C    | 13         | C            | NA         | NA           | Transitioning, Homework |
| Main                            | 304  |   | 0                               | 0        | C    | 13         | C            | NA         | NA           |                         |
| Main                            | 306  |   | 0                               | 0        | C    | 13         | C            | NA         | NA           |                         |
| Main                            | 308  |   | 0                               | 0        | C    | 13         | C            | NA         | NA           |                         |
| Main                            | 310  | Six Year Olds and Over                    | 2                               | 10       | C    | 27         | C            | NA         | NA           | Free Play, Homework     |
| Main                            | 312  |   | 0                               | 0        | C    | 15         | C            | NA         | NA           |                         |
| Main                            | 313  | Six Year Olds and Over                    | 2                               | 8        | C    | 17         | C            | NA         | NA           | Free Play, Homework     |
| Total Capacity @35 sq. ft.: 126 |      |   | Total Capacity @25 sq. ft.: 0   |          |      |            |              |            |              |                         |
| Total # Children this Date: 22  |      |   | Total Capacity @35 sq. ft.: 126 |          |      |            |              |            |              |                         |
|                                 |      |   | Total Capacity @25 sq. ft.: 0   |          |      |            |              |            |              |                         |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | PG A       | 70                   | C                     |
| Main     | PG B       | 41                   | C                     |

### Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of 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 is 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.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

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.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated orientation checklist.

Plan of Improvement: Developed This Date 10/25/2022

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.dec.state.ga.us/CCS/Regulations.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@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) 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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Natalie Taddei, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1.12 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)**

**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 classroom were observed to be accessible:

-306: Disinfectant wipes and Barbisol were observed in unlocked cabinets.

-308: Hand sanitizer, three staplers, tape dispenser, adult scissors, bug spray, and air freshener were observed in an unlocked cabinet.

**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: 10/25/2022**

**Recited on 10/25/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were gaps at the bottom of the "GA-GA" pit in the pavilion area.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 11/1/2022**

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**Health and Hygiene**

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

No children enrolled who require diapering. School age children attend only for after school hours.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Met****Correction Deadline: 5/15/2022****Corrected on 10/25/2022**

.21(3) - The previous citation was observed to be corrected in that the drills are due to be completed this month. Please ensure that drills are completed according to the schedule on the fire drill forms.

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

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

591-1-1-.36(6) -Please ensure that the time to be dropped off/picked up are included on all transportation agreement forms.

**Correction Deadline: 10/26/2022**

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**Sleeping & Resting Equipment**

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

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

## Staff Records

**Records Reviewed: 22**

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

|  |   |
|--|---|
| Staff # 1                              | Met   |
| Date of Hire: 01/01/2005               |   |
| Staff # 2                              | Met   |
| Date of Hire: 05/15/2009               |   |
| Staff # 3                              | Not Met   |
| Date of Hire: 08/29/2022               | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| <u>"Missing/Incomplete Components"</u> |   |
| .24(1)-Evidence of Orientation Missing |   |
| Staff # 4                              | Met   |
| Date of Hire: 05/12/2016               |   |
| Staff # 5                              | Met   |
| Date of Hire: 08/12/2014               |   |
| Staff # 6                              | Met   |
| Staff # 7                              | Met   |
| Date of Hire: 06/20/2011               |   |
| Staff # 8                              | Not Met   |
| Date of Hire: 10/24/2022               | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| <u>"Missing/Incomplete Components"</u> |   |
| .24(1)-Evidence of Orientation Missing |   |
| Staff # 9                              | Met   |
| Date of Hire: 08/04/2021               |   |
| Staff # 10                             | Met   |
| Date of Hire: 08/18/2022               | <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u> |
| Staff # 11                             | Met   |
| Date of Hire: 06/01/2015               |   |
| Staff # 12                             | Met   |
| Date of Hire: 10/16/2012               |   |
| Staff # 13                             | Met   |
| Staff # 14                             | Met   |

**Records Reviewed: 22****Records with Missing/Incomplete Components: 2**

Date of Hire: 04/03/2011

Staff # 15 Met

Date of Hire: 11/14/2013

Staff # 16 Met

Date of Hire: 04/12/2013

Staff # 17 Met

Staff # 18 Met

Date of Hire: 09/14/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 19 Met

Date of Hire: 08/30/2021

Staff # 20 Met

Date of Hire: 07/25/2022

Staff # 21 Met

Date of Hire: 07/27/2013

Staff # 22 Met

Date of Hire: 08/14/2020

**Staff Credentials Reviewed: 1****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 childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-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.

**591-1-1-.14 First Aid & CPR****Met****Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

**591-1-1-.24 Personnel Records****Technical Assistance****Technical Assistance**

591-1-1-.24(1) -Please ensure that orientation is completed for new staff before being assigned to a classroom or duty.

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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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**

**Comment**

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.