



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: 7/25/2022 **VisitType:** Monitoring Visit

Arrival: 11:50 AM **Departure:** 3:10 PM

CCLC-52186

Cadence Academy Preschool of Bay Creek

315 Cooper Rd. Loganville, GA 30052 Gwinnett County
 (678) 376-5115 director.baycreek@kids-harbor.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.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.
07/25/2022	Monitoring Visit	Good Standing	
02/02/2022	Licensing Study	Good Standing	
08/25/2021	Monitoring Visit	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	A- 1L	One Year Olds	1	6	C	13	C	NA	NA	Nap
Main	B- 1R	Infants	1	6	C	10	C	NA	NA	Feeding,Nap
Main	C- 2R	Three Year Olds and Four Year Olds	1	9	C	21	C	NA	NA	Lunch,Transitioning
Main	D- 2L	Two Year Olds	1	6	C	18	C	NA	NA	Nap
Main	E-3L	Two Year Olds	1	7	C	16	C	NA	NA	Nap
Main	F- 4R	One Year Olds	2	4	C	15	C	NA	NA	Nap
Main	G- 3R	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	11	C	19	C	NA	NA	Lunch,Transitioning
Main	H- 5 R		0	0	C	20	C	28	C	
Main	I-4L	Six Year Olds and Over	1	11	C	20	C	NA	NA	Lunch
Main	J- 6R		0	0	C	24	C	34	C	
Main	K- 5L		0	0	C	27	C	38	C	
Main	L- Back	Five Year Olds	1	10	C	32	C	45	C	TV
Total Capacity @35 sq. ft.: 235						Total Capacity @25 sq. ft.: 277				
Total # Children this Date: 70			Total Capacity @35 sq. ft.: 235			Total Capacity @25 sq. ft.: 277				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	16	C
Main	PG B	20	C

Main	PG C	105	C
Main	PG D	61	C

Comments

On this date, consultant followed up to previous visit and conducted an on-site monitoring visit. An admin review was completed, and a signature was obtained on the administrative review letter.

Reminders: Please be sure to contact the Gwinnett 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 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 staff orientation checklist

Plan of Improvement: Developed This Date 08/19/2022

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.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@dec.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.

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 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.'

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)

Amy Nguyen, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

Date: 7/25/2022 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 2/2/2022

Corrected on 7/25/2022

.03(2) - The previous citation was observed to be corrected in that the current lesson plans were observed to be posted. Please ensure that all classroom has a copy of the lesson plans available at all times.

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

591-1-1-.08 Children's Records

Met

Correction Deadline: 2/2/2022

Corrected on 7/25/2022

.08(1) - The previous citation was observed to be corrected in that the information was completed. Please ensure that families are completing all the requested information on their enrollment packets prior to beginning.

Facility

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 accessible:

-C-2R: Potting soil was observed on the bottom of the storage area.

-F-4R: Lysol wipes, A bottle of Febreze, and four cans of Deodorizing sprays were accessible in an unlocked cabinet under the changing table.

-H-5R: There was a stapler accessible on the third shelf of the storage area and a vacuum in an unlocked closet near the sink.

-I-4L: In an unlocked cabinet, the broom and dust pan and a plunger in the bathroom were accessible.

-L-Back: A plunger was observed in the girls bathroom and a toilet brush was observed in the boys bathroom and both were accessible. Also, hand sanitizer was accessible on a shelf near the radio.

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. The items were removed during the visit.

Correction Deadline: 7/25/2022**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the following classrooms were in need of items that needed to be repaired, cleaned or replaced:

-E 3L: The vents in the classroom were observed to be in need of cleaning and appears to be dusty.

-G 3R: There were two water stained tiles to the back right of the classroom.

-H 5-R: The vents were observed to be rusting and ceiling tiles appears to be dusty. There was a water stain tile in the classroom.

-I 4L: The vents in the classroom appears to be dusty.

-J 6R: The ceiling tiles in the classroom were observed to be dusty.

-K 5L: The vents in the classroom were observed to be dusty. The light cover in the girls bathroom was observed to be missing and needed to be replaced.

-L Back: The vents in the classroom were observed to be dusty. Also, the boarder near the sink area was observed to be detached and in need of repair. There was a water stained tile in the boys bathroom.

In the hallway across from the 4R classroom, the boarder was observed to have chipping paint.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 8/1/2022**Recited on 7/25/2022**

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the second and third section of the fence separating the 2R playground was detached at the bottom.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 8/1/2022

Comment

591-1-1-.26(6) - Please ensure that staff are supervising children at all times when on the playground so that the children do not try to go to the area that you have blocked off on the climber.

Correction Deadline: 8/4/2022

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 hazards on the following playgrounds:

-2R: The mats in the swing area were observed to not be flushed and pose a tripping hazard. Also, one of the chain links were observed to be rusting on the second swing from right to left..

-2L: There was an unraveled hose which was also accessible at the fence separating the 1L playground. There was also a deflated pool on the playground near the fence separating the 1L playground. Also, there were three spouts that appeared to be missing which exposed the metal sharp edge. The first beam just at the fence separating the 1L playground appeared to be leaning and was not secure in that it shifted when pushed on. The gate to the storage area was not locked and an unraveled hose and tarp were accessible.

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: 8/1/2022

Recited on 7/25/2022

Health and Hygiene

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

The Provider currently does not dispense/administer medication.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR) Not Met

Finding

591-1-1-.13(2) requires Center Staff to obtain written permission from Parents in advance of the child's participation in any field trip and such permission must be signed and dated by a Parent. It was determined based on a review of field trip documentation that the date was missing on the field trip form for a field trip to Movie Theater on July 13, 2022.

POI (Plan of Improvement)

Center Staff will have and use a system to obtain written field trip permission in advance and ensure the permission is signed and dated by the responsible person.

Correction Deadline: 7/25/2022

Technical Assistance

591-1-1-.13(6) - Please ensure that all children's medical emergency forms are on file for children participating in field trips.

Correction Deadline: 7/25/2022

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

Not Met

Correction Deadline: 2/12/2022

Corrected on 7/25/2022

.36(3)(a-b) - The previous citation was observed to be corrected in that the training was observed to be corrected. Please ensure that transportation training is renewed every two years.

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that two children who participated in transportation during the week of May 16 and May 23, 2022, did not have their physician's information completed on their transportation form and one child did not have their emergency contact information listed. Also, on a field trip on July 20, 2022 to Georgia Aquarium, two children were missing their physician's information on their medical emergency forms.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 7/25/2022

Recited on 7/25/2022

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 22

Records with Missing/Incomplete Components: 1

Staff # 1	Met
Date of Hire: 02/07/2022	
Staff # 2	Met
Date of Hire: 09/09/2003	
Staff # 3	Met
Date of Hire: 08/08/2016	

Staff # 4 Date of Hire: 12/13/2021	Met
Staff # 5 Date of Hire: 04/19/2021	Met
Staff # 6 Date of Hire: 03/07/2022	Met
Staff # 7 Date of Hire: 07/24/2012	Met
Staff # 8 Date of Hire: 04/04/2022	Met
Staff # 9 Date of Hire: 04/16/2021	Met
Staff # 10 Date of Hire: 03/24/2014	Met
Staff # 11 Date of Hire: 10/04/2021	Met
Staff # 12 Date of Hire: 01/11/2021	Met
Staff # 13 Date of Hire: 07/25/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14 Date of Hire: 08/11/2020	Met
Staff # 15 Date of Hire: 03/28/2022	Met
Staff # 16 Date of Hire: 11/01/2004	Met
Staff # 17 Date of Hire: 03/03/2022	Not Met
<u>"Missing/Incomplete Components"</u> .14(2)-CPR missing	

Records Reviewed: 22**Records with Missing/Incomplete Components: 1**

Staff # 18 Date of Hire: 01/01/2020	Met
Staff # 19 Date of Hire: 07/29/2020	Met
Staff # 20 Date of Hire: 12/06/2021	Met
Staff # 21 Date of Hire: 10/12/2020	Met
Staff # 22 Date of Hire: 06/25/2022	Met

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

Staff Credentials Reviewed: 10

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.

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 #17 did not have evidence of CPR. The certificate was acquired from an online entity.

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: 8/24/2022

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**

Adequate supervision observed on this date. Discussed new 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.