



**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:** 12/13/2021 **VisitType:** Licensing Study

**Arrival:** 1:30 PM

**Departure:** 3:50 PM

**CCLC-52188**

**Kids Harbor of Grayson**

444 Pine Grove Avenue Grayson, GA 30017 Gwinnett County  
(770) 237-8880 director.grayson@cadence-academy.com

**Regional Consultant**

Dianne Clarke

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dianne.clarke@decal.ga.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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
12/13/2021	Licensing Study	Good Standing	
09/24/2021	Complaint Closure	Good Standing	
09/13/2021	POI Follow Up	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-1L-1's	One Year Olds	1	6	C	13	C	NA	NA	Free Play
Main	B-2L-2's	Two Year Olds	1	10	C	20	C	NA	NA	Nap
Main	C- 3L-2's	Two Year Olds and Three Year Olds	1	10	C	18	C	NA	NA	Nap
Main	D-4L-3's		0	0	C	15	C	21	C	Not In Use
Main	E-5L-3's	Three Year Olds	1	1	C	18	C	25	C	Transitioning, Nap
Main	F-6L-4's & Up	GA PreK	2	20	C	25	C	35	C	Outside
Main	G-5R-4's & Up	GA PreK	2	19	C	26	C	36	C	Nap
Main	H-4R-4's & Up		0	0	C	20	C	28	C	
Main	I-3R-5's & Up	Three Year Olds	1	9	C	15	C	21	C	Nap
Main	J-2R-4's & Up	GA PreK	2	18	C	20	C	28	C	Transitioning
Main	K-1R-Infants	Infants and One Year Olds	3	8	C	13	C	NA	NA	Nap, Free Play, Feeding
<b>Total Capacity @35 sq. ft.: 203</b>						<b>Total Capacity @25 sq. ft.: 258</b>				
Total # Children this Date: 101						Total Capacity @25 sq. ft.: 258				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Front Left-2's	25	C
Main	Playground B - Left Middle-3's & 4's	54	C

Main	Playground C-Left Rear-4's & Up	90	C
Main	Playground D- Back R-4's & Up	138	C
Main	Playground E-Right Middle-4's & Up	85	C
Main	Playground F-Front Right-Infants	14	C
Main	Special Use-Splash Pad	24	C

**Comments**

An Administrative Review was conducted on December 9, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 13, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

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.

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.

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.decal.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 New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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), e-mail the following information to [CCSRefutations@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.

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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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Debbie Spies, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

Date: 12/13/2021 VisitType: Licensing Study

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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 Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

### Facility

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed maintenance of resilient surface. Please fluff and redistribute.

### Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff stated proper knowledge of diapering procedures.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper hand washing observed throughout the center.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The Provider currently does not dispense/administer medication.

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<b>Policies and Procedures</b>
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**591-1-1-.29 Required Reporting****Met****Correction Deadline: 9/24/2021****Corrected on 12/13/2021**

**.29(3) - The previous citation was observed to be corrected in that the director stated that they will ensure to report incidents and contact consultant when needed.**

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Redirection is used for discipline.

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**591-1-1-.36 Transportation(CR)****Met****Correction Deadline: 9/24/2021****Corrected on 12/13/2021**

**.36(6) - The previous citation was observed to be corrected in that the director stated that bag tags and bulletin boards with children's photos were created to ensure that the children end up in the correct line.**

**Correction Deadline: 9/24/2021****Corrected on 12/13/2021**

**.36(7)(c)1 - The previous citation was observed to be corrected in that the director stated that bag tags for their bags were made and the tags were color coordinated based on the school they attend.**

**Correction Deadline: 11/16/2021****Corrected on 12/13/2021**

**.36(9) - The previous citation was corrected in that the director stated that bus sheets were added to the classroom so that the teachers can see who goes to which school and the children can be lined up appropriately.**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 36

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Staff # 2	Met
Date of Hire: 11/15/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 11/23/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 12/10/2019	
Staff # 5	Met
Date of Hire: 08/30/2018	
Staff # 6	Met
Date of Hire: 05/30/2018	
Staff # 7	Met
Date of Hire: 10/05/2020	
Staff # 8	Met
Date of Hire: 02/12/2021	
Staff # 9	Met
Date of Hire: 10/14/2019	
Staff # 10	Met
Date of Hire: 12/10/2019	
Staff # 11	Met
Date of Hire: 12/10/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Staff # 13	Met
Date of Hire: 07/29/2020	
Staff # 14	Met
Date of Hire: 08/05/2020	
Staff # 15	Met
Date of Hire: 11/11/2016	

Staff # 16 Date of Hire: 06/12/2018	Met
Staff # 17 Date of Hire: 10/31/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 18 Date of Hire: 02/01/2021	Met
Staff # 19 Date of Hire: 10/04/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 20	Met
Staff # 21 Date of Hire: 02/25/2021	Met
Staff # 22 Date of Hire: 04/13/2021	Met
Staff # 23 Date of Hire: 04/05/2021	Met
Staff # 24 Date of Hire: 11/01/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 25 Date of Hire: 02/22/2021	Met
Staff # 26 Date of Hire: 11/24/2020	Met
Staff # 27 Date of Hire: 12/14/2020	Met
Staff # 28	Met
Staff # 29 Date of Hire: 01/29/2020	Met
Staff # 30 Date of Hire: 02/11/2020	Met
Staff # 31	Met

Date of Hire: 05/30/2018

Staff # 32 Met

Staff # 33 Met

Date of Hire: 08/12/2016

Staff # 34 Met

Date of Hire: 02/20/2019

Staff # 35 Met

Staff # 36 Met

**Staff Credentials Reviewed: 14**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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-.31 Staff(CR) Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

**Correction Deadline: 9/24/2021**

**Corrected on 12/13/2021**

**.32(7) - The previous citation was observed to be corrected in that a bulletin board with children's photos which coordinates with tags on back pack was created to ensure that they are dropped off at the right school.**