



**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:** 12/2/2022 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 3:35 PM

**CCLC-36782**

**Future Leaders Christian Academy Jonesboro**

354 West Ave. Jonesboro, GA 30236 Clayton County  
 (770) 471-4515 jonesboro@futureleadersflca.com

**Regional Consultant**

Twantaye Compton

Phone: (770) 357-1660

Fax: (770) 357-1661

twantaye.compton@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.
12/02/2022	Licensing Study	Good Standing	
06/13/2022	Complaint Closure	Good Standing	
05/11/2022	Complaint Investigation & Monitoring Visit	Good Standing	

  

<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.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Bldg. II	G-Downstairs	Four Year Olds	2	9	C	26	C	NA	NA	Outside
Bldg. II	H-Gym	Four Year Olds	2	7	C	42	C	NA	NA	Free Play
Bldg. II	I-Upstairs	Four Year Olds and Five Year Olds	2	12	C	28	C	NA	NA	Outside
			Total Capacity @35 sq. ft.: 85			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Health Department Limitations		
Main	A-1L Infants	Infants	2	11	C	16	C	NA	NA	Nap, Floor Play
Main	B-2L Toddlers	One Year Olds	2	10	C	17	C	NA	NA	Lunch
Main	C-3L Toddlers	Two Year Olds	2	11	C	20	C	NA	NA	Lunch
Main	D-1R Toddlers	Three Year Olds	1	13	C	31	C	NA	NA	Free Play, Music, Centers
Main	F-Downstairs	PreK	3	9	C	53	C	NA	NA	Centers, Art
			Total Capacity @35 sq. ft.: 137			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 82			Total Capacity @35 sq. ft.: 222			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left-Toddler	40	C
Main	Middle Back	37	C
Main	Right	261	C

**Comments**

The purpose for today's visit was to conduct a licensing study. All questions were answered during the visit. Technical assistance was provided in the areas of supervision, infant feeding plans, safe sleep and activities. The center received a copy of the report during the exit conference.

Plan of Improvement: To Be Submitted 12/16/2022

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.

**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.'

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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Ashley Williams, Program Official

Date

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Twantaye Compton, Consultant

Date



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**Findings Report**

**Date:** 12/2/2022 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

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The following information is associated with a Licensing Study:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Met**

**Correction Deadline: 5/11/2022**

**Corrected on 12/2/2022**

**This citation was previously investigated and resolved.**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Correction Deadline: 5/19/2022**

**Corrected on 12/2/2022**

**The center corrected the previous citation the refrigerator was observed to be on a shelf inaccessible to children. The microwave was observed to not be on a table and in an area that it could not be tipped over.**

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

**Met**

**Comment**

Pool not in use at this time, gates observed locked.

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be met by center on this date.

**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 there was insect tape hanging in the Three Year Olds Classroom. There was also an unlocked storage door with items with "Keep Out of Reach of Children" stored low in the Pre-K Room.

12/2/2022- It was determined based on observation that a closet door in room B-2L Toddlers was unlocked and accessible to children in care. There was a pink staff bag observed on the floor when the door was opened.

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**Correction Deadline: 12/2/2022**

**Recited on 12/2/2022**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

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**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 fencing to the right of the playground was in need of repair with a broken top frame. A wooden fence at the back of the playground was observed leaning with a wood board holding it up. There was also a fence in the middle of the playground with the frame disconnected from the end caps.

It was determined based on observation that the fence gate latch on the Left Toddler playground was not latched. The fence latch was not in good repair and would not prevent a child from leaving the playground.

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**Correction Deadline: 12/30/2022**

Recited on 12/2/2022

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**Correction Deadline: 5/21/2022**

**Corrected on 12/2/2022**

The center corrected this citation, the multi-colored bouncer and red merry-go-round were not observed to have chipping paint on the Preschool Playground. The blue car on the toddler playground was not observed to have an unstable wheel and tire on this date.

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**Correction Deadline: 6/30/2022**

**Corrected on 12/2/2022**

There was adequate resilient surfacing under the fall zones of the swings and slides on all playgrounds observed on this date. Discussed fluff and redistribute exiting mulch on this date.

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**Correction Deadline: 6/30/2022**

**Corrected on 12/2/2022**

The center corrected this citation. The front and side entrance were observed to be free from litter and hazards on this date.

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**Food Service**

**Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records that the center failed to ensure that a signed written feeding plan was available in the child's assigned room as required. There were two infants in room A-1L but there was only one feeding plan provided on this date.

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**Correction Deadline: 12/2/2022**

**Finding**

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on observation that children in room C-3L, two-year-old toddlers were fed hot dogs on this date. The hotdogs were observed to be fed to the children and not cut, diced or mashed up to minimize choking.

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**Correction Deadline: 12/2/2022**

**Health and Hygiene**

**Finding**

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. It was determined based on observation that two children in room A-1L Infants had pacifiers attached to their clothing. Two of the children had the pacifier attached to their clothing while sleeping.

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**Correction Deadline: 12/2/2022**

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

**Correction Deadline: 5/11/2022**

**Corrected on 12/2/2022**  
**The center corrected this citation. All changing pads were observed to be in good repair on this date.**

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**591-1-1-.17 Hygiene(CR)** **Technical Assistance**

**Technical Assistance**  
All garbage bins should have tight fitting lids. There were three garbage bins that did not have a lid on them throughout the center.

**Correction Deadline: 12/2/2022**

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

**Comment**  
The Provider currently does not dispense/administer medication.

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

**Comment**  
Age-appropriate discussion and/or redirection observed on this date.

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

**Correction Deadline: 5/11/2022**

**Corrected on 12/2/2022**  
**Documentation for transportation was observed. A first aid kit and fire extinguisher was observed on this date.**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Not Met**

**Finding**  
591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on observation that two infant children in room A-1L Infants were observed to be sleeping in equipment other than safety approved cibs. Two infants were observed sleeping in a bouncie seat and one other infant was observed to be asleep on the floor.

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**Staff Records**

**Records Reviewed: 30**

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

Staff # 1 Date of Hire: 08/11/2020	Met
Staff # 2	Met
Staff # 3 Date of Hire: 09/26/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 4 Date of Hire: 08/20/2020	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7 Date of Hire: 11/21/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 8	Met
Staff # 9 Date of Hire: 09/28/2020	Met
Staff # 10 Date of Hire: 09/05/2014	Met
Staff # 11	Met
Staff # 12 Date of Hire: 06/19/2019	Met
Staff # 13 Date of Hire: 10/10/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Staff # 15 Date of Hire: 10/19/2020	Met
Staff # 16	Met
Staff # 17	Met

**Records Reviewed: 30**

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

Staff # 18	Met
Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Date of Hire: 08/04/2020	
Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Not Met
Date of Hire: 08/05/2016	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 28	Met
Staff # 29	Met
Staff # 30	Met

**Staff Credentials Reviewed: 5**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records and interviews that the center failed to ensure that every actual and potential provisional employee submit a records check application to the Department prior to being on site as required. On December 2, 2022, center staff was observed in the Pre Kindergarten classroom providing supervision with another center staff. During an interview, center staff confirmed that the person did not have a criminal background check application on file with the Department.

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**Correction Deadline: 12/2/2022**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records and interview that the center failed to ensure that every employee had a valid and current comprehensive records check determination on file prior to being present at the center. On December 2, 2022, staff #25 was working at the center supervising children with an expired letter of determination. Additionally, two provisional staff without electronically ported letters of determination were observed supervising and working with children at the center. Center staff was made aware of the expired letter of determination during the interview. In addition, there was one center staff observed working with the Georgia Pre-Kindergarten class, room F-downstairs on this date.

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**Correction Deadline: 12/5/2022**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records and staff interviews that the center failed to ensure that provisional employees most recently issued letter was eligible for portability. Two center staff were observed working at the center and the letter had not been ported electronically as required. Staff # confirmed that they have been working at the center since November 21, 2022.

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**Correction Deadline: 12/2/2022**

**Finding**

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on a review of records and interview that the center failed to ensure that a new Comprehensive Records Check Determination was on file with the department as required. Staff #25 was observed to be working at the center with an expired Determination Letter. The Comprehensive Records Letter of Determination expired 10/3/2022.

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**Correction Deadline: 12/9/2022**

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

**Correction Deadline: 7/15/2022**

**Corrected on 12/2/2022**  
**The center corrected this citation. A first aid kit with all of the required supplies was observed at the center on this date.**

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**591-1-1-.24 Personnel Records** **Not Met**

**Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that the center failed to maintain a personnel file for a student-in-training as required. On December 2, 2022, a student-in-training was observed at the center supervising children in care. During the review, it was confirmed that the center staff did not have file at the center to be reviewed.

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**Correction Deadline: 12/7/2022**

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**591-1-1-.33 Staff Training** **Not Met**

**Finding**

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on a review of records that the Director and Cook did not complete four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

12-2-2022- It was determined based on a review of records and observation that the center failed to ensure that the person primarily responsible for food preparation had four clock hours of training in food nutrition. The director had the training for food and nutrition on file but the cook did not complete the training prior to serving food.

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**Correction Deadline: 12/30/2022**

**Recited on 12/2/2022**

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**Correction Deadline: 12/31/2021**

**Corrected on 12/2/2022**  
**The center corrected this citation. The center provided annual training documentation as required.**

**591-1-1-.31 Staff(CR) Not Met**

**Finding**

591-1-1-.31 (5)(b) requires the Center to ensure that Provisional Employees are informed of the rules for Child Care Learning Centers and the Center's policies and procedures for the age group for which they will be providing care. It was determined based on observation and a review of records that a provisional employee was not informed of the rules for child care learning centers as required. On December 2, 2022, center staff was not aware that the provisional employee was required to obtain a satisfactory criminal background check determination letter prior to working with children in care.

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**Correction Deadline: 12/2/2022**

<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 on this date.

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

**Comment**  
Staff observed to provide direct supervision and be attentive to children's needs on this date.