



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: 5/17/2022 VisitType: Monitoring Visit

Arrival: 11:00 AM Departure: 12:15 PM

CCLC-130

Sheltering Arms - Norcross Center

5360 Old Norcross Road Norcross, GA 30071 Gwinnett County
(770) 263-6595 emunoz@shelteringarmsforkids.com

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

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leena.mitchell@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

<u>Compliance Zone Designation</u>			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. 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.
11/09/2021	Licensing Study	Good Standing	
04/14/2021	Monitoring Visit	Good Standing	
11/10/2020	Licensing Study	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	2L	GA PreK	2	16	C	28	C	NA	NA	Transitioning
Main	3L	Three Year Olds and Four Year Olds	2	12	C	22	C	NA	NA	Circle Time
Main	4L	Two Year Olds and Three Year Olds	5	5	C	22	C	NA	NA	Circle Time
Main	5L	Two Year Olds and Three Year Olds	7	7	C	21	C	NA	NA	Nap
Main	6L	One Year Olds	3	6	C	21	C	NA	NA	Nap
Main	Front - 1st Right	Infants	2	6	C	20	C	NA	NA	Lunch
Main	I L	GA PreK	3	19	C	30	C	NA	NA	Circle Time
		Total Capacity @35 sq. ft.: 164			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 71		Total Capacity @35 sq. ft.: 164			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Infant	7	C
Main	B - Middle	41	C
Main	Playground - Right	47	C

Comments

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/RuleAndRegulations.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 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)

Elvia Muñoz, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

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Departure: 12:15 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

A variety of equipment and toys were observed throughout the center.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Technical Assistance

591-1-1-.25(7) Please ensure that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas.

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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 areas were not in good repair:

-Classrooms 1L, 2L, 3L and 6L had peeling and chipping paint on walls and along the window sills.

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: 6/3/2022

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

591-1-1-.26 - Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.).
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fall zones and resilient surface.
- Monitor tree roots for potential tripping hazards.

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)**Technical Assistance****Technical Assistance**

591-1-1-.17 - Proper hand washing observed throughout the center. Please ensure that the water is temperature is warm at all times.

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**

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Staff # 1 Date of Hire: 01/13/2020	Met
Staff # 2 Date of Hire: 04/23/2001	Met
Staff # 3 Date of Hire: 04/23/2001	Met
Staff # 4 Date of Hire: 09/01/2007	Met
Staff # 5 Date of Hire: 08/27/1987	Met
Staff # 6 Date of Hire: 03/09/2004	Met
Staff # 7 Date of Hire: 10/15/2018	Met
Staff # 8 Date of Hire: 08/01/2011	Met
Staff # 9 Date of Hire: 11/29/2021	Met
Staff # 10 Date of Hire: 04/14/2021	Met
Staff # 11 Date of Hire: 11/09/2020	Met
Staff # 12 Date of Hire: 09/20/2021	Met
Staff # 13 Date of Hire: 01/15/2021	Met
Staff # 14 Date of Hire: 08/20/1990	Met
Staff # 15 Date of Hire: 10/01/2005	Met

Records Reviewed: 22**Records with Missing/Incomplete Components: 0**

Staff # 16	Met
Date of Hire: 02/21/2022	
Staff # 17	Met
Date of Hire: 09/13/2004	
Staff # 18	Met
Date of Hire: 04/04/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 19	Met
Date of Hire: 10/11/1999	
Staff # 20	Met
Date of Hire: 04/22/2019	
Staff # 21	Met
Date of Hire: 10/23/2017	
Staff # 22	Met
Date of Hire: 01/23/2017	

Staff Credentials Reviewed: 11**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

The director provided three files for staff members hired since the previous visit conducted on November 9, 2021. The consultant observed three of three newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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

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

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.

Comment

Discussed combining children of mixed ages.

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

Staff observed to provide direct supervision and be attentive to children's needs.

