



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

Date: 4/8/2025 VisitType: Licensing Study

Arrival: 9:55 AM Departure: 5:15 PM

CCLC-46298

The Children's Courtyard #3215

4795 Windermere Pkwy Cumming, GA 30041 Forsyth County
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Lead Consultant

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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. 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.
04/08/2025	Licensing Study	Good Standing	
03/07/2025	Incident Investigation Closure	Good Standing	
11/29/2024	Incident Investigation Closure	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	1L		0	0	C	23	C	32	C	Not In Use
Main	1R	Infants and One Year Olds	1	4	C	25	C	NA	NA	Free Play,Floor Play,Nap,Lunch
Main	2L	Three Year Olds and Four Year Olds	2	16	C	22	C	NA	NA	Circle Time,Centers
Main	2R	One Year Olds	2	10	C	27	C	NA	NA	Outside,Transiti oning
Main	3L	Two Year Olds and Three Year Olds	2	10	C	22	C	NA	NA	Free Play,Circle Time
Main	3R	Two Year Olds	1	9	C	18	C	NA	NA	Free Play,Outside
Main	4L Pre-K		0	0	C	19	C	NA	NA	Not In Use
Main	4R		0	0	C	17	C	NA	NA	Not In Use
Main	5L	GA PreK	2	18	C	23	C	NA	NA	Outside,Centers
Main	BK End		0	0	C	24	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 220			Total Capacity @25 sq. ft.: 220							
Total # Children this Date: 67			Total Capacity @35 sq. ft.: 220							
			Total Capacity @25 sq. ft.: 220							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant PG	27	C

Main	Preschool PG	52	C
Main	School-Age PG	57	C
Main	Toddler PG	55	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
2	13	14	18	21	10	20

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 you are using the most updated chart.

Please be sure to contact the Forsyth County Department of Health, if there are any 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.

Be sure to enter all temporary closures by 7 a.m. (vacation, emergencies, school closures, inclement weather, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one or more days. SAVE the report before exiting.

All amendments are required to be electronically submitted in DECAL KOALA effective 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.

Please ensure that the director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

Please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors ensure that they complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

**As of January 1, 2024, there is a free Transportation Training available on OLLI in Georgia PDS (GaPDS) as ProSolutions will no longer offer the class for free. Also, you will be able to find the Health and Safety Orientation Training, which will be 15 hours, for free as well (staff must complete all 15 hours for the course to be counted). PLEASE NOTE: If the Health & Safety Orientation Training date is outside of the previous 12 months, the training was not approved for 10 credit hours, or the training certificate is not documented in the employee's GaPDS account, the Staff person will be required to take this training again, within their first 90 days of employment at a new facility. Reminder: Health and Safety Orientation Training can only be taken once every five years.

Talk about updated orientation checklist.

Indicator manual and utilizing it. FYI: As of October 1, 2024, for larger equipment please be sure to have the amount of equipment for the number of children enrolled (this include cribs, chairs, etc.)

Talk about updated Transportation forms including sample as of October 1, 2023, use immediately.

Discussed regarding ensuring to complete rechecks for Criminal Records checks at least 90 days before the five-year expiration. Suggestion: Check monthly or sooner to ensure that staff's criminal records checks are not about to expire.

Discussed regarding mats using tape to repair; must replace.

Don't forget to post new license annually.

Plan of Improvement: Developed This Date

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

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)

Important Quality Rated/CAPS Update:

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 CAPS/ QR Provisional Status, allowing for scholarships while working toward an initial star rating. Provisional Status eligibility will be determined at the time of CAPS enrollment as part of the CAPS application process.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov for more information. Free technical assistance is available!



(Findings Report)

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The following information is associated with a Licensing Study:

Activities and Equipment

Records Reviewed: 15

Records with Missing/Incomplete Components: 1

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please ensure that the vinyl equipment is in good repair at all times. Please ensure that the feeding chairs are used as the manufacturer requires or is removed from the classroom when not in use.

Correction Deadline: 4/8/2025

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 1

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 3 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)-Doctor, Clinic, Phone Numbers

Child # 4 Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 5 Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers,.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that the following children's files were missing information:

-Child #2 was missing physician's information.

-Child #3 was missing their father's work address and physician's information.

-Child #4 was missing their emergency contact information

-Child #5 was missing their mother and father's work address, emergency contact address and physician's information.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 4/8/2025**Facility**

Staff # 13 Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

591-1-1-.06 Bathrooms**Met****Correction Deadline: 11/22/2024****Corrected on 4/8/2025**

.06(4) - The previous citation was observed to be corrected in that the vents were in good repair. Please ensure to check the vents regularly to ensure that they are operating.

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 was observed to have items accessible:

- Between 1L and 2L classroom, there was a toilet brush was observed next to the toilet inside in the girls restroom.
- 2L classroom a dust broom and dust devil vacuum was observed to be accessible near the cots. Also, a pair of adult scissors were observed to be accessible in an unlocked drawer near the sink.
- 3L classroom a broom and dust pant were observed to be accessible to the children near the trash can.

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. Staff removed the items during visit.

Correction Deadline: 4/8/2025**Recited on 4/8/2025****Technical Assistance**

591-1-1-.25(3) - Please ensure that the vents in the building are cleaned regularly including in the bathrooms.

Correction Deadline: 4/8/2025**591-1-1-.26 Playgrounds(CR)****Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 11/29/2024**Corrected on 4/8/2025**

.26(6) - The previous citation was observed to be corrected in that the structure was removed. Please ensure that the playground checklist is completed daily.

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 the following hazards were observed to be accessible:

- Preschool PG: Plants were observed to be growing through the fence towards the back of the playground.
- School-Age PG: There were several green hoses on the playground near the AC unit area.
- Toddler PG: The mulch was observed to not be flushed with the concrete 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: 4/14/2025**Health and Hygiene****Records Reviewed: 15****Records with Missing/Incomplete Components: 1**

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

591-1-1-.07 Children's Health**Technical Assistance****Correction Deadline: 11/29/2024**

Corrected on 4/8/2025

.07(2) - The previous citation was observed to be corrected in that there was a retraining of staff about incidents report and staff was written up. Please ensure to continue to inform families when there is an incident at the center.

Technical Assistance

591-1-1-.07(5) - Please ensure that bibs are removed from children before placing them in their cribs. Also, ensure to remind staff that there should be no attachments around children's necks at all times.

Correction Deadline: 4/8/2025

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

Technical Assistance

Comment

Staff state proper knowledge of diapering procedures.

Technical Assistance

591-1-1-.10(3) - Please ensure that lids are on trash cans used for diapering at all times.

Correction Deadline: 4/8/2025

591-1-1-.17 Hygiene(CR)

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Documentation for medication dispensing observed complete.

Safety

Records Reviewed: 15

Records with Missing/Incomplete Components: 1

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)

Met

Comment

Field trip documentation observed to be complete.

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

Not Met

Comment

Complete documentation of transportation observed.

Comment

The second vehicle tag number DWF295, was in the shop and not on site. Untwist seat belts so that they are facing the correct way.

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 three children participating in transportation were missing their emergency contact and physician's information.

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: 4/9/2025

Sleeping & Resting Equipment

Records Reviewed: 15

Records with Missing/Incomplete Components: 1

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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

Met

Comment

Please ensure that cribs/cots are labeled for individual use.

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

Records Reviewed: 15

Records with Missing/Incomplete Components: 1

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

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, therapists, 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 (180 calendar days) break in service from the childcare industry.

-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 or home or ensure that the individual is supervised at all times by a staff member who has a comprehensive records check if they do not have a records check on file.

-Please ensure that staff with a national background check is always present with a staff member who has a comprehensive background check. Staff should never be by themselves.

Finding

591-1-1-.14(3) requires the Center to have a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff. It was determined based on observation that the first aid kits were missing items:

-Building: missing antibacterial ointment, cold pack, triangular bandage, first aid manual and insect sting.

-Vehicle tag number DWF496: goggles, insect sting, antiseptic wipes, cold pack, triangular bandage, and first aid manual.

POI (Plan of Improvement)

Center Staff will provide any missing first aid kits, add any missing items to each first aid kit and will develop and use a plan for checking the kits and replacing missing items in each kit in the future. First aid kits and instruction manuals will be stored so that they kits are not accessible to children but are easily accessible to Center Staff.

Correction Deadline: 4/18/2025

591-1-1-.33 Staff Training

Not Met

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff #13 hired on October 1, 2016, did not have evidence of ten hours of annual training for 2024.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 5/8/2025

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

Records Reviewed: 15

Records with Missing/Incomplete Components: 1

Staff # 13

Not Met

Date of Hire: 10/01/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

Adequate supervision observed on this date. Discussed 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.