



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: 2/26/2024 VisitType: Licensing Study

Arrival: 10:00 AM

Departure: 1:00 PM

CCLC-39177

Shannon Academy

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(478) 994-6639 tshannon12@yahoo.com

Process & QI Unit Consultant

Stacy Whitten

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Joint with: Jeanne Noble-Duncan

Mailing Address

P. O. BOX 5673
FORSYTH, GA 31029

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.
02/26/2024	Licensing Study	Support	
11/16/2023	Monitoring Visit	Good Standing	
06/26/2023	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	A: Entrance	Three Year Olds and Four Year Olds	1	14	C	10	NC	15	C	Centers
Main	B: Upper Front Left		0	0	C	6	C	9	C	
Main	C: Upper Right (Off Kitchen)	Three Year Olds and Four Year Olds	1	4	C	4	C	NA	NA	Floor Play
Main	D: Upper Back Left		0	0	C	3	C	NA	NA	
Total Capacity @35 sq. ft.:			23			Total Capacity @25 sq. ft.:			31	
Total # Children this Date: 18			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			31	

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main	52	C

Comments

The purpose of this visit was to conduct a Licensing Study and follow up on previous rule violations.

Plan of Improvement: To Be Submitted 03/11/2024

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

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 user id 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:

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!

Tina Shannon, Program Official	Date
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Jeanne Noble-Duncan, Process & QI Unit Consultant	Date
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Stacy Whitten, Process & QI Unit Consultant	Date
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(Findings Report)

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Consultant discussed lesson plans are provided and posted for each classroom weekly.

Correction Deadline: 2/26/2024

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

Technical Assistance

Technical Assistance

591-1-1-.12(4) - Consultant with Director to secure the aquarium in Class room A with a heavy strap or velcro to prevent a tipping hazard from becoming present.

Correction Deadline: 2/26/2024

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

Not Evaluated

Comment

Center does not provide swimming activities.

Facility

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

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation, there were fourteen children in Class Room A when it is licensed for ten children.

Correction Deadline: 2/26/2024

591-1-1-.25 Physical Plant - Safe Environment(CR)	Not Met
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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 the following hazards were accessible to children:

Classroom A one bottle of Lysol, one container of clorox wipes and one bottle of disinfectant spray was stored on a low shelf .

Hall Bathroom in an unlocked cabinet one bottle of Febreze air fresher and a container of nails and screws.

Correction Deadline: 2/26/2024

Technical Assistance

591-1-1-.25(3) Consultant discussed with Director to monitor and ensure the following areas are repaired or replaced: back hall bathroom one light was out and one water spot is developing on the ceiling., chipping paint developing on classroom walls.

Correction Deadline: 2/26/2024

Technical Assistance

591-1-1-.25(8) - Consultant discussed with Director to monitor and ensure all outlets are covered.

Correction Deadline: 2/26/2024

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

591-1-1-.26(4) - Consultant discussed with the Director to monitor the left side of fencing and ensure it remains four feet in all areas. Also, discussed to replace or repair the lattice under the deck and in front of stairs, where it is becoming cracked and loose.

Correction Deadline: 2/26/2024**Technical Assistance**

591-1-1-.26(6) - Consultant discussed with Director to ensure all "S" hooks on the swings are tightly closed without any gaps larger than the width of a dime.

Correction Deadline: 3/7/2024**Correction Deadline: 3/11/2024****Corrected on 2/26/2024**

.26(8) - The previous citation is corrected in that adequate resilient surfacing was observed to be present under the swings.

Technical Assistance

591-1-1-.26(8) - Consultant observed a new slide to be present on the playground. Please ensure the slide has at least six inches of resilient surfacing under the slide and surrounding all fall zones. Please do not allow children to use the slide until resilient surfacing has been added.

Correction Deadline: 3/7/2024**Technical Assistance**

591-1-1-.26(9) - Consultant discussed with Director to monitor the screened porch for hazards and ensure the grill is covered and rakes and trash bags are removed. Also discussed with Director to ensure all exposed roots are painted or covered on the playground areas.

Correction Deadline: 2/26/2024

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

591-1-1-.18(10) - Discussed with Director to ensure all trash cans in the classrooms and kitchen with organic waste have covers at all times.

Correction Deadline: 2/26/2024

Technical Assistance

591-1-1-.18(5) - Consultant discussed with Director to ensure thermometers are present in the refrigerator and freezers and monitor to ensure the required temperatures are maintained.

Correction Deadline: 2/26/2024

Technical Assistance

591-1-1-.18(8) - Consultant discussed with Director to ensure all opened food items are labeled with the date opened.

Correction Deadline: 2/26/2024

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

There were no diapered children enrolled in the program on this date.

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

591-1-1-.17 - Consultant discussed with Director to ensure children and staff are washing hands appropriately throughout the day, following outdoor play and bathroom, and prior to eating or transitioning activities.

591-1-1-.20 Medications(CR)**Not Evaluated****Comment**

The Provider currently does not dispense/administer medication.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

591-1-1-.11 Discipline(CR)**Technical Assistance****Comment**

Age-appropriate discussion and/or redirection observed.

Technical Assistance

591-1-1-.11(2) - Consultant discussed with Director and staff to ensure children are not required to sit out in "time out" for more than one minute per their age.

Correction Deadline: 2/26/2024

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

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

591-1-1-.36(2) - Please ensure each child who is transported has a separate emergency and permission to transport form on the vehicle and at a copy is housed at the center. Please do not permit siblings to use the same form. One form should be used for each individual child, for both permission to transport and emergency information.

Correction Deadline: 3/2/2024

Technical Assistance

591-1-1-.36(4)(c) - Please ensure a working, full sized fire extinguisher is present on all vehicles used for transportation.

Correction Deadline: 2/26/2024

Sleeping & Resting Equipment

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

Met

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.

Comment

There are no infants enrolled in the program.

Staff Records

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 observation and review of staff records that employee #2 was present and supervising children in classroom C and did not have evidence of a satisfactory background check letter.

Correction Deadline: 2/26/2024

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 an observation and review of staff records that employee #2 was present in classroom C supervising children and did not have evidence of a satisfactory background check letter from the department.

Correction Deadline: 2/26/2024

591-1-1-.14 First Aid & CPR**Technical Assistance****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

Technical Assistance

591-1-1-.14(3) - Please ensure a complete first aid kit is present in the center and on all vehicles used for transportation.

Correction Deadline: 3/7/2024

591-1-1-.33 Staff Training**Technical Assistance**

Correction Deadline: 11/30/2023

Corrected on 2/26/2024

.33(3) - Correction of the previous citation in that documentation of the required Health and Safety training was observed for new staff.

Technical Assistance

591-1-1-.33(5) - Consultant discussed with Director to ensure all staff complete the required 10 hours of training during each fiscal year.

Correction Deadline: 3/27/2024

591-1-1-.31 Staff(CR)**Met****Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Correction Deadline: 11/16/2023

Corrected on 2/26/2024

.32(5) - Correction in the previous citation in that all classrooms had appropriate staff / child ratios on this date.

591-1-1-.32 Supervision(CR)**Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on an observation that the Director was responsible for classroom A with fourteen children, and was observed to be cooking lunch in the kitchen, as well as taking a child to meet the bus outside. Also, one staff member responsible for classroom C was observed to leave the classroom to go to classroom B as well as into the kitchen; this caused a lack of supervision and watchful oversight in both classrooms.

Correction Deadline: 2/26/2024

Recited on 2/26/2024