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: 2/15/2024 **VisitType:** Licensing Study **Arrival:** 9:15 AM **Departure:** 4:30 PM

CCLC-47213
Grace Academy

25 County Shop Road Ludowici, GA 31316 Long County
(912) 237-3603 paustin@graceacademykids.com

Regional Consultant
Jerica Davis
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Mailing Address
1231 US highway 301
glennville, GA 30427

Quality Rated: ★ ★ ★

Compliance Zone Designation		
02/15/2024	Licensing Study	Good Standing
02/06/2024	TA Follow Up	Good Standing
01/11/2024	TA Follow Up	Good Standing

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.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building Four	A		0	0	C	20	C	NA	NA	
Building Four	B	Two Year Olds	2	14	C	20	C	NA	NA	Centers
Building Four	B		0	0	C	20	C	NA	NA	
Building Four	C	Two Year Olds	2	18	C	20	C	NA	NA	Circle Time
		Total Capacity @35 sq. ft.: 80			Total Capacity @25 sq. ft.: 0					
Building Three	A	GA PreK	2	18	C	43	C	NA	NA	Lunch,Circle Time
		Total Capacity @35 sq. ft.: 43			Total Capacity @25 sq. ft.: 0					
Building Two	A	Three Year Olds	1	5	C	18	C	NA	NA	Lunch,Outside
Building Two	B	Three Year Olds and Four Year Olds	2	22	C	23	C	NA	NA	Lunch,Outside
		Total Capacity @35 sq. ft.: 41			Total Capacity @25 sq. ft.: 0					
Main	A	Infants	2	7	C	13	C	NA	NA	Nap,Floor Play
Main	B	One Year Olds	2	14	C	16	C	NA	NA	Diapering,Centers
Main	C	Infants and One Year Olds	1	5	C	19	C	NA	NA	Nap,Floor Play

	Total Capacity @35 sq. ft.: 46	Total Capacity @25 sq. ft.: 0	Building @35 capacity limited by Fire Marshall Limitations
Total # Children this Date: 103	Total Capacity @35 sq. ft.: 210	Total Capacity @25 sq. ft.: 0	

Building	**Playground**	**Playground Occupancy**	**Playground Compliance**
Main	Playground A	58	C
Main	Playground B	24	C

Comments
The purpose of today's visit is a Licensing Study.

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

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:

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 a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal assistance is available!**

Patricia Smith, Program Official	Date	Jerica Davis, Regional 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-.12 Equipment & Toys(CR) — Not Met

Technical Assistance
Please ensure that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. The child couch in classroom A of building Two was missing two bolts causing the seat to not be secure. Please repair, remove, or replace.

Correction Deadline: 2/15/2024

Finding
591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that a tall white cabinet in the Pre-K classroom was not secured to the wall and was of weight or mass that it could be tipped over and posed a risk for potential injury.

POI (Plan of Improvement)
The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 2/15/2024

Technical Assistance
Please ensure that toys for children under three years of age to be age-appropriate; non- toxic and lead-free; too large to be swallowed by a child and not capable of causing asphyxiation or strangulation; free of sharp pieces, edges or points; free of small parts which may be pried off by a child, free of rust; and easily cleaned with a disinfectant daily. Please ensure toys do not have strings attached that are large enough to fit over the head as they pose a strangulation risk.

Correction Deadline: 2/15/2024

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

Comment
Center does not provide swimming activities.

Children's Records

Records Reviewed: 9	Records with Missing/Incomplete Components: 2

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers,.08(1)(a)-Work Number Missing

Child # 7 Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing,.08(1)(a)-Work Number 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 two of nine child files reviewed did not have the physician's name or phone number on the enrollment form. Additionally, two of nine child files reviewed were missing the parent's work address and phone number.

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: 2/15/2024

Facility

591-1-1-.06 Bathrooms — Met

Comment
Bathrooms observed to be clean and well maintained.

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
Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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 a bucket of water was observed on the floor in classroom A of Building 1 that was accessible to children that posed a potential drowning risk. Additionally, there were many plastic grocery bags stored in an unlocked cabinet under the sink in classroom C in Building 1 that posed a potential hazard.

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.

Correction Deadline: 2/15/2024

Technical Assistance
Please ensure protective caps are on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children.

Correction Deadline: 2/15/2024

591-1-1-.26 Playgrounds(CR) **Not Met**

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 when the consultant walked by the gate to the playground fence between the playground and building 4, the gate was open approximately four inches and the handle was not latched while children were present on the playground. Additionally, the gate handle would not close completely.

POI (Plan of Improvement)
The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 2/15/2024

Technical Assistance
Please ensure that the outdoor equipment is free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. Please check the seats to the round pedal bike to ensure they are free from cracks and repair or replace as needed.

Correction Deadline: 2/25/2024

Finding
591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that there was two inches of mulch at the end of each slide when three inches is required. Additionally, there was two inches of mulch at the base of the rock wall climber where six inches is required.

POI (Plan of Improvement)
The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 2/25/2024

Technical Assistance
Please ensure that 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. Please ensure that the exposed concrete under the funnel ball game in the large playground and on the posts to the shade cover in the small playground are covered. Additionally, please remove any landscape felt that is exposed to prevent a trip hazard.

Correction Deadline: 2/15/2024

Food Service

591-1-1-.15 Food Service & Nutrition — Technical Assistance

Comment
Center menu meets USDA guidelines.

Technical Assistance
Please ensure that baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. Please ensure that bottles are prepared in advance by the parent.

Correction Deadline: 2/15/2024

591-1-1-.18 Kitchen Operations — Met

Comment
Kitchen appears clean and well organized.

Health and Hygiene

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

Comment
Proper diapering procedures observed.

Technical Assistance
Please ensure that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. The changing pad in classroom A had a small hole, please ensure that it is repaired or replaced to ensure it is smooth and non-porous.

Correction Deadline: 2/15/2024

591-1-1-.17 Hygiene(CR) — Met

Comment
Please ensure lids remain on trash containing organic waste. Please ensure that the trash can lid remains on the trash can in classroom C.

591-1-1-.20 Medications(CR) — Technical Assistance

Technical Assistance
Discussed proper medication documentation and procedures. Please ensure that all medication logs include the prescription number.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures — Met

Comment
Program observed complete emergency drills

Safety

591-1-1-.11 Discipline(CR) — Met

Comment
Age-appropriate discussion and/or redirection observed.

591-1-1-.36 Transportation(CR) — Not Met

Finding
591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that staff member # 22, who provides routine tranpsortation, did not have a current transportation training on file as required.

POI (Plan of Improvement)
The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 2/25/2024

Technical Assistance
Please ensure that each child has a written Parental authorization for routine transportation provided by or on behalf of the Center on file. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. Please ensure that a copy of the Parental Authorization for routine transportation form is on the vehicle for each child who is transported.

Correction Deadline: 2/16/2024

Technical Assistance
Please ensure that 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. Please ensure that each child transported has a completed emergency medical information record on file as required.

Correction Deadline: 2/16/2024

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) — Not 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.

Finding
591-1-1-.30(1)(a)2 requires that a crib mattress is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material. Before a change of occupant, each mattress shall be cleaned with a disinfectant. It was determined based on observation that an infant was observed asleep in a crib with a mattress that was not tight-fitting and had a two inch gap between the mattress and the crib rail that posed a potential safe sleep hazard.

POI (Plan of Improvement)
The center will ensure that a crib mattress is firm, tight-fitting without gaps, at least

Correction Deadline: 2/15/2024

Technical Assistance
Please ensure that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. Several cots in classroom B of building Two were in poor repair and were tearing and had rust present and need to be replaced.

Correction Deadline: 2/15/2024

Technical Assistance
Please ensure that sheets or similar coverings for cots or mats shall either be marked for individual use or laundered daily. If marked for individual use, they must be laundered weekly or more frequently if needed. Please ensure that all children have a top and bottom cover for nap.

Correction Deadline: 2/15/2024

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 a review of records that staff member # 6 was present working with children and did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. Additionally, staff member # 23 submitted an application but did not complete fingerprints at an authorized fingerprinting site as required.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will complete the provided affidavit form to 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 as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will complete all steps to ensure the CRC rules are maintained.

Correction Deadline: 2/15/2024

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 a review of records that staff member # 6, who was observed working in a classroom, and staff member # 26, who was working in a clasroom, was present and did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center as required.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will complete the provided affidavit form 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will complete all steps to ensure the CRC rules are maintained.

Correction Deadline: 2/15/2024

591-1-1-.14 First Aid & CPR — Not Met

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on a review of records that the director did not have evidence of completed First Aid and CPR training on file as required.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 3/16/2024

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff member number # 21 did not have evidence of completed CPR and First Aid training within the first 90 days of employment as required.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 3/16/2024

Technical Assistance

Please ensure that the Center has 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. Please ensure that the bus first aid kits contain a thermometer and goggle.

Correction Deadline: 2/25/2024

591-1-1-.33 Staff Training — Not Met

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff members # 2, # 16, # 21,and # 32 did not have evidence of completed health and safety orientation within the first 90 days of employment as required.

POI (Plan of Improvement)
The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 3/16/2024

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 members # 22, and # 30 did not have evidence of completed 10 annual training hours for the 2023 calendar year as required.

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: 3/16/2024

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

Finding
591-1-1-.31(13) prohibits Center Staff from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the Center and requires Center staff to comply with all applicable laws and regulations. It was determined based on a review of records that the white bus and the wrapped bus had vehicle registration tags that expired in July of 2023 and were not current as required by Georgia Law.

POI (Plan of Improvement)
The Center will ensure that all Staff comply with all applicable laws and regulations.

Correction Deadline: 2/15/2024

Staffing and Supervision

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

Comment
Center observed to maintain appropriate staff:child ratios.

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

Comment
Adequate supervision observed on this date.