



**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:** 3/18/2022 **VisitType:** Monitoring Visit

**Arrival:** 9:55 AM

**Departure:** 11:35 AM

**CCLC-50329**

**Ivywood Academy**

1071 Jodeco Road West Stockbridge, GA 30281 Henry County  
(770) 389-1119 melanie@ivywoodacademy.com

**Regional Consultant**

April Brown

Phone: (770) 357-5101

Fax: (770) 357-5102

april.brown@dec.al.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.                                                                                         |
|------------------------------------|----------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 03/18/2022                         | Monitoring Visit                 | Good Standing |                                                                                                                                                                                                                                                                                                                        |
| 01/05/2022                         | Complaint Investigation by Phone | Good Standing |                                                                                                                                                                                                                                                                                                                        |
| 11/29/2021                         | Complaint Investigation by Phone | Good Standing |                                                                                                                                                                                                                                                                                                                        |
|                                    |                                  |               | <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |

**Ratios/License Capacity**

Comments: Comments were not provided for this subject. (CCLC-50329) located at: Monitoring Visit: 03/18/2022

**Comments**

In-person visit conducted on this date.

Plan of Improvement: Developed This Date 03/18/2022

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.al.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.

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#### 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.

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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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Melanie White, Program Official

Date

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April Brown, Consultant

Date



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**(Findings Report)**

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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**

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

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

**Comment**

Center does not provide swimming activities at this time.

**Facility**

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

**Comment**

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

**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Met**

**Comment**

Center appears clean and well maintained on this date.

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

**Technical Assistance**

Please ensure 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. Consultant discussed with the director to ensure branches do not protrude through the fencing areas surrounding all playground areas.

**Correction Deadline: 3/18/2022**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be 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. All equipment shall be arranged so as not to obstruct supervision of children. It was determined that the following playground hazards were observed:

\* Playground B - Rust and chipped paint were observed on the four stairs of each side of the green and purple climbing structure. The side of the steps leading up onto the green and purple climbing structure were observed to be cracked and broken on both sides. At the top of the steps rust and chipped paint were also present.

Additionally, rusted "O" hooks were observed at the top of the four swings along with rusted "S" hooks which connected the four seats of the swings.

\* Playground C - The side of the steps leading up onto the green and purple climbing structure was observed to be cracked and broken on both sides and at the top of the steps at the base. The hand rails were also rusted with chipped paint.

\* Playground D - The side of the steps leading up onto the red and purple climbing structure was observed to be cracked and broken on both sides and at the top of the steps at the base. The hand rails were also rusted with chipped paint.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 3/28/2022**

**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 that the following areas were not clean and free of litter and hazards as required:

\* Playground A - All infant and toddler toys and the purple and green climbing structure were observed to be dirty / unclean.

\* Playground B - The yellow slide was observed to be dirty / unclean. Additionally, trash and debris were all over the playground area.

\* Playgrounds A, B, C and D - Pine cones and pine straw which present as a tripping hazard was observed throughout all playground areas.

**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: 4/1/2022**

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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**591-1-1-.07 Children's Health****Met**

**Correction Deadline: 11/29/2021**

**Corrected on 3/18/2022**

**Correction of citation in that the director reported that parents are notified by herself or another administrator when incidents occur whether by phone or at the end of the day based on the Department's rules as required.**

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

Staff stated proper knowledge of diapering procedures on this date.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center on this date.

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**591-1-1-.20 Medications(CR)****N/A****Comment**

The center currently does not dispense or administer medication at this time.

**Safety**

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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and redirection observed on this date.

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**591-1-1-.36 Transportation(CR)****Not Met****Comment**

A current and completed inspection was observed for all vehicles used in transporting children on this date. Vehicles with tag numbers ending in A6353 and HP594 were completed on July 26, 2021.

**Finding**

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined that vehicles with tag numbers ending in A6353 and HP593 had trash and debris throughout the vehicle. Additionally, the top of the ceiling of the vehicle with tag number ending in HP593 was not in good repair as it was ripped and torn.

**POI (Plan of Improvement)**

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards. The center will repair the ceiling of the vehicle and remove trash and debris.

**Correction Deadline: 4/1/2022****Finding**

591-1-1-.36(7)(c) 3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records the driver or other designated person did not document in writing the time of arrival and departure each time the vehicle departed from the center, was loaded and unloaded and when the vehicle returned to the center during routine afterschool transportation from Wesley Lakes Elementary School on March 8, 2022.

**POI (Plan of Improvement)**

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 3/23/2022****Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records the first check was not immediately documented upon unloading the last child off of the vehicle during routine afterschool transportation from Wesley Lakes Elementary School on March 8, 2022.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 3/23/2022**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records the second check was not immediately documented upon unloading the last child off of the vehicle during routine afterschool transportation from Wesley Lakes Elementary School on March 8, 2022.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 3/23/2022**

**Technical Assistance**

Please ensure a child's travel time is limited to forty-five minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips.

**Correction Deadline: 3/19/2022**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Comment**

Discussed SIDS and infant sleeping position on this date.

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined two out of 12 infant sheets were not tight-fitted as required.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. The director will purchase new crib sheets. The two sheets were removed on this date.

**Correction Deadline: 3/21/2022**

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

Criminal record checks were observed to be complete on this date.

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

Please ensure all first aid kits are complete in the center and on vehicles used in transporting children.

**Comment**

Staff observed to be compliant with applicable laws and regulations on this date.

**Staffing and Supervision****Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that the fifth right classroom had a staff:child ratio of 1:21 among four-year-olds. A staff:child ratio of 1:18 was required.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 3/18/2022**

**Correction Deadline: 1/5/2022**

**Corrected on 3/18/2022**

Correction of citation in that the director reported that the staff member and child related to this incident were no longer at the center as the parent which was the staff member had her two-year-old child in a classroom with older children. The director reported they no longer mix children under three-years-old with older children except for specified approved time frames.

**Comment**

Adequate supervision observed on this date.