



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: 5/28/2026 VisitType: Licensing Study

Arrival: 10:45 AM Departure: 12:35 PM

CCLC-56411

The Book Academy and Elite Creche' (The Believers Of Ongoing Knowledge)

176 Highway 138, Suite 100 Riverdale, GA 30274 Clayton County  
(678) 519-5850

Regional Consultant

Nadia Bernard

Phone: (706) 434-7710

Fax: Nadia Bernard

nadia.bernard@dec.al.ga.gov

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. |
|-----------------------------|-----------------------------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 05/28/2026                  | Licensing Study                   | Good Standing |                                                                                                                                                                                                                         |
| 04/09/2026                  | Complaint Investigation Follow Up | Good Standing |                                                                                                                                                                                                                         |
| 12/02/2025                  | Complaint Investigation Follow Up | Good Standing |                                                                                                                                                                                                                         |
|                             |                                   |               | <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.                                                                                                                |
|                             |                                   |               | <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.                                                                                                                          |
|                             |                                   |               | <b>Deficient</b> - 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 2                     | Infants & 1s            |                                                       | 0                               | 0        | C    | 30                              | C            | NA         | NA           |                                  |
| Total Capacity @35 sq. ft.: 30 |                         |                                                       | Total Capacity @25 sq. ft.: 104 |          |      |                                 |              |            |              |                                  |
| Main                           | B: 1R: Two year olds    |                                                       | 0                               | 0        | C    | 12                              | C            | NA         | NA           | Not In Use                       |
| Main                           | C: 2L: Front: 3s and 4s | Three Year Olds and Four Year Olds and Five Year Olds | 1                               | 9        | C    | 21                              | C            | 29         | C            | Circle Time,Lunch,Tra nsitioning |
| Main                           | D: 2L Back: School-age  |                                                       | 0                               | 0        | C    | 12                              | C            | 17         | C            |                                  |
| Main                           | Infant Suite            | Infants and Two Year Olds                             | 1                               | 2        | C    | 29                              | C            | NA         | NA           | Transitioning,Na p               |
| Total Capacity @35 sq. ft.: 74 |                         |                                                       | Total Capacity @25 sq. ft.: 104 |          |      |                                 |              |            |              |                                  |
| Total # Children this Date: 11 |                         |                                                       | Total Capacity @35 sq. ft.: 104 |          |      | Total Capacity @25 sq. ft.: 104 |              |            |              |                                  |

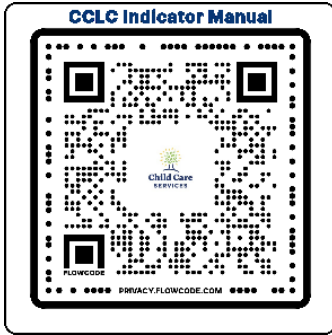
| Building   | Playground | Playground Occupancy | Playground Compliance |
|------------|------------|----------------------|-----------------------|
| Building 2 | Playground | 10                   | C                     |
| Main       | PG         | 23                   | C                     |

| Enrolled Children |         |         |         |         |                    |                   |
|-------------------|---------|---------|---------|---------|--------------------|-------------------|
| Under 1 years     | 1 years | 2 years | 3 years | 4 years | 5 years (Prekonly) | 5 years and older |
| 1                 | 2       | 2       | 4       | 9       | 0                  | 4                 |

## Comments

The report was reviewed and emailed to the director. Chop Look Listen resources were left at the center.

Plan of Improvement: Developed This Date



For additional information regarding any licensing topics discussed during this visit, please consult the Rules and Regulations Indicator Manual. This manual provides comprehensive clarification of each rule, including evaluation indicators, related best practices, and relevant considerations to support your program's continued and sustained compliance.

To access the Indicator Manual, please scan the QR code below or visit our website at <https://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx>.

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.

### 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.

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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Summary Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Lesson Plans were observed to be posted and reflected the current weeks activities in each classroom.

Comment

Please support daily activities with age-appropriate transitions.

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

Met

Comment

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

Comment

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

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Evening Care

591-1-1-.32 Staffing/Supervision(CR)

Met

Comment

No evening care hours provided

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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|                                         |            |
|-----------------------------------------|------------|
| <b>591-1-1-.19 License Capacity(CR)</b> | <b>Met</b> |
|-----------------------------------------|------------|

**Comment**

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

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|                                                          |            |
|----------------------------------------------------------|------------|
| <b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b> | <b>Met</b> |
|----------------------------------------------------------|------------|

**Comment**

The Center appeared clean and well maintained on this date.

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|                                    |                |
|------------------------------------|----------------|
| <b>591-1-1-.26 Playgrounds(CR)</b> | <b>Not Met</b> |
|------------------------------------|----------------|

**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 Building 2 Playground had the following hazards while the children were on the playground: Spider webs on the swings and stagnant water in the blue boat. It was further determined that on Playground Main the sensory table was full of stagnant water.

**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: 5/29/2026**

**Recited on 5/28/2026**

|  |                     |
|--|---------------------|
|  | <b>Food Service</b> |
|--|---------------------|

|                                                 |                             |
|-------------------------------------------------|-----------------------------|
| <b>591-1-1-.15 Food Service &amp; Nutrition</b> | <b>Technical Assistance</b> |
|-------------------------------------------------|-----------------------------|

**Comment**

Center menu meets USDA guidelines.

**Technical Assistance**

591-1-1-.15(2)(f) - The Consultant discussed with the director to ensure that food for toddlers shall be cut into pieces one-half inch or smaller to prevent choking.

**Correction Deadline: 5/28/2026**

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|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.18 Kitchen Operations</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

Discussed proper steps for dishwashing on this date.

**Comment**

Please ensure that all food items are stored in airtight containers.

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

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|                                                        |            |
|--------------------------------------------------------|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--------------------------------------------------------|------------|

**Comment**

Staff stated proper knowledge of diapering procedures.

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|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Proper hand washing observed throughout the center on this date.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

The Provider currently does not dispense/administer medication.

|  |                                |
|--|--------------------------------|
|  | <b>Policies and Procedures</b> |
|--|--------------------------------|

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|                                                          |            |
|----------------------------------------------------------|------------|
| <b>591-1-1-.21 Operational Policies &amp; Procedures</b> | <b>Met</b> |
|----------------------------------------------------------|------------|

**Comment**

Program observed complete emergency drills

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**591-1-1-.27 Posted Notices****Met****Comment**

Please make sure that all required signs are posted and up to date.

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

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**Safety****591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

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

Center does not participate in field trips at this time.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Correction Deadline: 8/25/2025**

**Corrected on 5/28/2026**

.36(7)(d)2. - The citation was observed to be corrected on this date. The Consultant observed complete transportation documents on this date.

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

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 5****Records with Missing/Incomplete Components: 2**

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**Staff # 3****Not Met**

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**Staff # 4****Not Met**

Date of Hire: 03/23/2026

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

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

Criminal record checks were observed to be complete.

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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Director provided four files for employees hired since last visit.

**Finding**

591-1-1-.14(2)(b) requires that there must always be one staff person present in each classroom where children are present that has current and valid pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid training. It was determined based on review of records that the staff in Room C did not have a current and valid pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid training while supervising nine children.

**POI (Plan of Improvement)**

The Director will schedule and/or position caregiver Staff throughout the Center to ensure at least one currently pediatric CPR and First Aid trained Staff person is present in each classroom where children are present.

**Correction Deadline: 6/26/2026**

**Finding**

591-1-1-.14(2)(d) requires the Center Director must have current evidence of successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid at all times. It was determined based on a review of records that the director did not have a current and valid evidence of successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid.

**POI (Plan of Improvement)**

The Center Director must successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid taught by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Director will send copies via email of verification of completed CPR/First Aid certification to the Consultant upon completion.

**Correction Deadline: 6/27/2026**

## 591-1-1-.24 Personnel Records

Not Met

**Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of records that Staff # 1, Staff # 2, Staff # 3, Staff # 4, and Staff # 5 did not have a personnel file on premises.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 6/2/2026**

## 591-1-1-.33 Staff Training

Not Met

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of records that Staff #2, Staff # 3, Staff # 4, and Staff # 5 did not have evidence of receiving the Initial Center orientation prior to assignment to children or task.

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their assignment to children or task.

**Correction Deadline: 5/28/2026**

## 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**

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.