



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: 11/3/2025 **VisitType:** Monitoring Visit

Arrival: 11:30 AM **Departure:** 3:40 PM

CCLC-51385

The Norman Academy

295 North McDonald Street Ludowici, GA 31316 Long County
(912) 256-2177

Regional Consultant

Connie Boatright

Phone: (912) 544-9701

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connie.boatright@decal.ga.gov

Mailing Address

Same

Quality Rated: No

<u>Compliance Zone Designation</u>			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.
11/03/2025	Monitoring Visit	Good Standing	
03/25/2025	Licensing Study	Good Standing	
03/21/2024	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
Building Two	A		0	0	C	16	C	NA	NA	Not In Use
Building Two	B		0	0	C	18	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			34			Total Capacity @25 sq. ft.:			0	
Main	A	One Year Olds	1	4	C	14	C	NA	NA	Transitioning, Lunch, Nap
Main	B	Two Year Olds and Three Year Olds	2	13	C	16	C	NA	NA	Nap, Transitioning, Lunch
Total Capacity @35 sq. ft.:			30			Total Capacity @25 sq. ft.:			0	
Total # Children this Date: 17			Total Capacity @35 sq. ft.:			64			Total Capacity @25 sq. ft.:	
									0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	60	C
Main	B- garden	3	C
Main	C- toddler	10	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	5	9	7	4	0	0

Comments

The CCS Consultant discussed and left a copy of the updated Child Care Weather Watch Chart with the program today. Weather does not permit outdoor play when there is active precipitation or when weather advisories are in effect. Consult the Child Care Weather Watch Chart resource.

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.decgal.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 at 855-800-7747 or qualityrated@decgal.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 Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that there were no lesson plans posted in the Main A and Main B classrooms, and in the Building Two A and B classrooms as required.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 11/13/2025

Recited on 11/3/2025

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

Not Met

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 the white shelf near the entry door in classroom A of the main building was not tightly secured and come lose from the wall causing posing a risk from being pushed or pulled over on the 1-year-old children.

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: 11/13/2025

Recited on 11/3/2025

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

Met

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records**Met****Comment**

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Correction Deadline: 3/26/2025

Corrected on 11/3/2025

.08(1) - The previous citation was observed to be corrected.

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

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

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met**

Correction Deadline: 3/25/2025

Corrected on 11/3/2025

.25(12) - The previous citation was observed to be corrected.

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 one toilet brush and one toilet plunger were located in the brown unlocked cabinet beneath the sink in Main A classroom and accessible to the children. Additionally, one toilet brush was located in an unlocked cabinet beneath the sink and one pack of wipes were stored on top of the toilet labeled "Keep Out Of Reach Of Children" in the girls bathroom in Building Two. Further, one toilet brush was stored in an unlocked cabinet beneath the sink in the boys bathroom in Building Two.

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: 11/3/2025

Recited on 11/3/2025

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

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk. The trunk of the red tree located on the Main playground is hollowing around the root of the tree.

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 based on observation that one pink and one red Little Tikes Coupe cars were missing the door.

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: 11/13/2025

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 three wasp were located on the red picket fence between the Main A and Main C playground and accessible to the children. Additionally, the black ramp located on the Main playground A was weathered and chipping paint. Further, one wood step located on the Main playground accessible from Main B classroom was weathered and lifting from the support frame exposing a rusted and protruding nail.

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: 11/13/2025

Recited on 11/3/2025

Food Service**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(2)(f) requires that food for infants or children less than one (1) year of age be cut into pieces one-quarter inch or smaller and food for toddlers shall be cut into pieces one-half inch or smaller to prevent choking. It was determined based on observation that four 1-year-old children were served strips of salisbury steak which was not cut into half inch size as required.

POI (Plan of Improvement)

The Center will ensure that food for infants and children less than one (1) year of age is cut into pieces one-quarter inch or smaller and food for toddlers is cut into pieces one-half inch or smaller to prevent choking.

Correction Deadline: 11/3/2025

Recited on 11/3/2025

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

Staff stated proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center on this date.

591-1-1-.20 Medications(CR)**Met****Comment**

The Provider currently does not dispense/administer medication.

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

Age-appropriate discussion and/or redirection observed.

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****Comment**

Center does not provide routine transportation.

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

Pleasant naptime environment observed.

Records Reviewed: 4

Records with Missing/Incomplete Components: 2

Staff # 1

Not Met

Date of Hire: 07/27/2025

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 10/14/2025

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

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing,.14(2)-CPR missing,.14(2)-First Aid Missing

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 2 file(s) for employees hired since last visit.

Correction Deadline: 3/25/2025

Corrected on 11/3/2025

.09(1)(b) - The previous citation was observed to be corrected.

Correction Deadline: 3/25/2025

Corrected on 11/3/2025

.09(1)(l)3. - The previous citation was observed to be corrected.

591-1-1-.14 First Aid & CPR(CR)

Not Met

Finding

Previously Cited: 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 one of three total staff members present were certified in CPR and First Aid where at least 50 percent of staff at any given time are required to be certified.

591-1-1-.14(1)(a) requires all Staff who provide direct care to children must obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment. Current and valid evidence of the successful completion of such training shall be maintained on the Center's premises. The hours obtained completing this certification will not count towards the required annual training hours. It was determined based on review of staff records that staff # 1 was hired July 21, 2025, and does not have proof of completion of pediatric cardiopulmonary resuscitation and pediatric first aid on file as required. Additionally, staff # 2 was hired October 14, 2025, has no proof of completion of pediatric cardiopulmonary resuscitation and pediatric first aid, was providing direct care and supervision to four 1-year-old children in Main A classroom without anyone in the class having completion of pediatric cardiopulmonary resuscitation and pediatric first aid as required.

POI (Plan of Improvement)

Previously Cited: 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.

All caregiver Staff will complete the required training. The Director will send copies via email verification of completed CPR/First Aid certification to the consultant upon completion and will develop a plan to ensure all caregiver Staff have completed this training within the first 45 days of employment and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 11/13/2025

Recited on 11/3/2025

Correction Deadline: 4/8/2025

Corrected on 11/3/2025

.14(2) - The previous citation was observed to be corrected.

591-1-1-.24 Personnel Records

Met

Correction Deadline: 3/26/2025

Corrected on 11/3/2025

.24(1) The previous citation was observed to be corrected.

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

Technical Assistance

Technical Assistance

591-1-1-.31(2)(b)3.(i) - The provider will ensure that newly hired teachers who do not possess the educational and qualifying child care experience requirements must enroll in a program of study to obtain one of the educational credentials and qualifying experience requirements as required by these rules within six months after employment at the Center and complete the credential or degree within 18 months after enrollment.

Correction Deadline: 11/3/2025

Technical Assistance

591-1-1-.31(2)(b)3.(ii)(I) - (VIII) - The provider will ensure that the Center develop a written plan for newly hired teacher's who do not possess the educational credential or degree listed in 591-1-1-.31(2)(b)2.(i) through (xii).

Correction Deadline: 11/3/2025

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

Discussed combining children of mixed ages.

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

Met

Correction Deadline: 11/3/2025

Corrected on 11/3/2025

.32(7) - The previous citation was observed to be corrected.