



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: 6/26/2024 **VisitType:** Complaint Investigation Follow Up **Arrival:** 9:55 AM **Departure:** 5:30 PM

CCLC-56568

Ivywood Academy - Snellville

2931 West Main St, Hwy 78 Snellville, GA 30078 Gwinnett County
(678) 825-2979 snellville@ivywoodacademy.com

Lead Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Joint with: Lynn Schnitzer

Mailing Address

Same

Quality Rated: ★

<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.
06/26/2024	Complaint Investigation Follow Up	Support	
03/26/2024	Licensing Study	Good Standing	
10/11/2023	Complaint Closure	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A1L- 2's		0	0	C	18	C	NA	NA	
Main	B2L- 1's	Two Year Olds	1	2	C	11	C	NA	NA	Free Play
Main	C-LR Infants	Infants and One Year Olds	1	4	C	11	C	NA	NA	Diapering,Free Play,Feeding,Nap
Main	D1R- 's	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	7	C	23	C	NA	NA	Nap,Art
Main	E2R-4 and up	Five Year Olds and Six Year Olds and Over	1	11	C	20	C	NA	NA	Centers
Main	F -PreK Back Bldg		0	0	C	22	C	NA	NA	
Main	G-PreK- Back Bldg		0	0	C	31	C	NA	NA	
		Total Capacity @35 sq. ft.: 136			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 24		Total Capacity @35 sq. ft.: 136			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Lower - Preschool-School age	132	C
Main	Preschool-ASAP	260	C
Main	Toddler	56	C

Comments

This is complaint investigation and follow up visit.

Plan of Improvement: To Be Submitted 07/11/2024

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.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 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 for more information. Free technical assistance is available!



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

(Findings Report)

Date: 6/26/2024 VisitType: Complaint Investigation Follow Up Arrival: 9:55 AM Departure: 5:30 PM

CCLC-56568

Ivywood Academy - Snellville

2931 West Main St, Hwy 78 Snellville, GA 30078 Gwinnett County
(678) 825-2979 snellville@ivywoodacademy.com

Lead Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

Joint with: Lynn Schnitzer

Mailing Address

Same

The following information is associated with a Complaint Investigation Follow Up:

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 a review of records that all of the classrooms did not have evidence of their current lesson plans available.

Correction Deadline: 6/26/2024

Recited on 6/26/2024

Children's Records

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 children's files were missing the following information:

- Child #3 was missing their physician's information.
- Child #4 was missing their mother's work address.

Correction Deadline: 6/26/2024

Recited on 6/26/2024

	Facility
--	-----------------

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

Not Met

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 the following hazards were observed to be accessible:

- D1R: There was also a plunger observed in the boys' and girls' bathroom. Also, there was a can of Lysol spray on the cubby area and was accessible to the children.

Correction Deadline: 6/26/2024

Recited on 6/26/2024

Correction Deadline: 4/1/2024

Corrected on 6/26/2024

.25(3) - The previous citation was observed to be corrected in the repairs were observed to be made. Please ensure that all repairs are made in a timely manner and are inaccessible to the children at all times.

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

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 on the infant and toddler playground there was an unraveled hose and a deflated slip and slide accessible to the two-year-old children on the playground.

Correction Deadline: 6/26/2024

Food Service

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

Correction Deadline: 3/26/2024

Corrected on 6/26/2024

.15(3) - The previous citation was observed to be corrected in that the bottles did not have dates. Please ensure that all children's cups have their names labeled on their cups and that if a cup is given by parents at drop off, they have the correct day's date listed if applicable.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) Not Met

Finding

591-1-1-.10(4) requires 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. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the changing pad was observed to be torn in the B2L classroom.

Correction Deadline: 7/1/2024

Recited on 6/26/2024

Safety

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 based on observation that several seats on vehicle TDU 8475 were observed to be in need of repair. The first left seat had a hole in the seat back, the second left and right seat, had exposed foam on the side.

Correction Deadline: 7/19/2024

Recited on 6/26/2024

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(b) requires that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two (2) years who can climb out of a crib. It was determined based on observation that the mats in the A1L classroom were observed to be torn.

Correction Deadline: 6/28/2024

Recited on 6/26/2024

Staff Records

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

Not Met

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on observation and review of records that staff #9, a substitute did not have evidence of being electronically ported.

Correction Deadline: 6/26/2024

Recited on 6/26/2024

591-1-1-.14 First Aid & CPR

Met

Correction Deadline: 4/5/2024

Corrected on 6/26/2024

.14(3) - The previous citation was observed to be corrected in that the items were observed in the kit. Please ensure to check the first aid kit to ensure that all items are in the kit.

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 #6 hired on May 13, 2024 and staff #7 hired on April 10, 2024, did not have evidence of orientation.

Correction Deadline: 7/1/2024

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

Met

Correction Deadline: 5/26/2024

Corrected on 6/26/2024

.31(2)(b)2. - The previous citation was observed to be corrected in that the staff is no longer employed. Please ensure that lead teachers have the credential or a professional learning plan on file at all times.