**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:** 10/18/2023 **VisitType:** Licensing Study **Arrival:** 2:15 PM **Departure:** 6:50 PM

**CCLC-31732**

**ABC Early Learning Academy @ Stone Mountain**

1800 E. Park Place Blvd. Stone Mountain, GA 30087 Gwinnett County
(770) 465-3434 victoria@abcearlylearning.com

**Lead Consultant**

Dianne Clarke

Phone: (770) 357-4923
Fax: (770) 357-4922
dianne.clarke@decal.ga.gov

**Mailing Address**
Same

**Quality Rated:** ★ ★

| Compliance Zone Designation | | |
|---|---|---|
| 10/18/2023 | Licensing Study | Good Standing |
| 11/09/2022 | Monitoring Visit | Good Standing |
| 03/21/2022 | POI 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 |
|---|---|---|---|---|---|---|---|---|---|---|
| Main | A1 1Right | One Year Olds and Two Year Olds | 2 | 14 | C | 19 | C | NA | NA | Transitioning,Nap |
| Main | A2 2Right | Three Year Olds | 1 | 8 | C | 13 | C | NA | NA | Transitioning,Snack,Nap |
| Main | A3 - 3 Right | Three Year Olds and Four Year Olds | 1 | 10 | C | 13 | C | NA | NA | Nap |
| Main | B1 1Left | Two Year Olds and Three Year Olds | 2 | 12 | C | 17 | C | NA | NA | Nap |
| Main | B2 2Left | Infants and One Year Olds | 1 | 5 | C | 7 | C | NA | NA | Diapering,Free Play |
| Main | B3 3Left | Four Year Olds and Five Year Olds | 1 | 11 | C | 15 | C | NA | NA | Nap,Transitioning |
| | | Total Capacity @35 sq. ft.: 84 | | | Total Capacity @25 sq. ft.: 0 | | | | | |
| Total # Children this Date: 60 | | Total Capacity @35 sq. ft.: 84 | | | Total Capacity @25 sq. ft.: 0 | | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|---|---|---|---|
| Main | A | 24 | C |
| Main | B | 80 | C |

**Comments**
Reminders:  Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are any outbreaks/clusters of positive COVID-19 cases immediately and get their guidance.  Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours.  Be sure to select “Notifiable Communicable Diseases” to report closures for COVID cases.

You must be sure to enter all temporary closures by 8 a.m. (vacation, emergencies, school closures, holidays etc…) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more. Please be sure to SAVE the report prior to exiting.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account.  Please reach out for help with this, if needed.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

Provided updated orientation checklist.

Share information regarding the indicator manual.

One Day Letter left on this date.

Plan of Improvement: Developed This Date 10/18/2023

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.

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

| | | | |
|---|---|---|---|
| Darla Williams, Program Official | Date | Dianne Clarke, Lead 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)** **Technical Assistance**

**Technical Assistance**
591-1-1-.12(2) - Please ensure that equipment in need of repair is removed from the classroom.

**Correction Deadline: 10/18/2023**

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

**Comment**
Center does not provide swimming activities.

## Facility

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

**Correction Deadline: 11/9/2022**

**Corrected on 10/18/2023**
**.19(1) - The previous citation was observed to be corrected in that the capacity was observed for all classrooms. Please ensure to maintain classroom capacity at all times.**

**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:
-A3-3 Right: In an unlocked cabinet, a broom and dust pan, and staff purse were accessible.
-B1 1Left: Beneath the diaper changing table in an unlocked cabinet, there were plastic grocery bags, and air freshener spray accessible.
-Hallway: There were two vacuums observed to be accessible to the right just after the 1R classroom.

**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.  The cabinet door was locked during the visit.  The director will check daily to ensure that hazards are accessible.

**Correction Deadline: 10/18/2023**

**Finding**
591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the following items needed to be repaired and cleaned:

-A1 1Right:  The ceiling tiles throughout the classroom was observed to have wet stains.  Also, the light cover was observed to have a brown substance on it.
-A3 3Right:  There were several water stained tiles in the classroom.  There was also a hole in the bathroom door at the bottom. The carpet was observed to be frayed from one end of the room to the other to the left of the classroom.  There was a missing strip at the entrance of the door.
-B1 1Left:  The ceiling tiles towards the back of the classroom were observed to have wet stains.  The baseboard to the back of the classroom on the left was observed to be chipping and accessible to the children.  The cabinet door near the changing table was observed to be detached and a nail was observed to not be flushed to the left side of the cabinet door.  Further, the strip was missing near the entrance of the door.
-B2 2Left:  There were water stained tiles throughout the classroom.
-B3 3Left:  There were water stained tiles observed in the classroom.
-Hallway:  There were water stained ceiling tiles near the 2L classroom and near the front area.

**POI (Plan of Improvement)**
The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.  The director will notify maintenance who will come out to make the repairs over the weekend.

**Correction Deadline: 10/25/2023**

**Recited on 10/18/2023**

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

**Correction Deadline: 11/9/2022**

**Corrected on 10/18/2023**
**.26(4) - The previous citation was observed to be corrected in that the gap was repaired.  Please ensure that there are no gaps in the fence at all times.**

**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 there was a broken board with a sharp edge at the bottom of the wooden fence on the B playground straight ahead upon exiting onto the playground from the hallway.  Also, there were two broken boards with a sharp edge at the top in the same area.

**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.  The director will notify maintenance to repair the broken boards.

**Correction Deadline: 10/25/2023**

**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 the following equipment were in need of repair:
-A: Rust was observed on the two green and yellow bucket swings. There was also a cracked door that was detached on the pretend play stove and was accessible to the children.

**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. The director will put up the bucket swings until it can be repaired and remove the stove from on the playground today.

**Correction Deadline: 10/25/2023**

**Recited on 10/18/2023**

**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 the the following hazards were observed on the playground:

-A: Chipping paint was observed on the blue pole where the green and yellow bucket swings are located. There was also chipping paint near the door of the exit from the infant classroom. Also, the walkway near the exit of infant classroom was observed to not be flushed.
-B: The cover of the city wire on the playground was observed to be off. The area near the drain and slide to the left of the playground was observed to not be flushed. Also, the drain was observed to not be covered. Further, there were several branches that had fallen from the trees accessible on the playground.

**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. The director has to call the city to repair the cover for the wire. The director will have maintenance make the repairs.

**Correction Deadline: 10/25/2023**

**Recited on 10/18/2023**

## Health and Hygiene

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

**Comment**
Proper diapering procedures observed.

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

**Comment**
Proper hand washing observed throughout the center.

**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-.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.

## 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 #9, hired on October 10, 2018, did not submit an application for fingerprints.

**POI (Plan of Improvement)**
IMMEDIATE CORRECTION - The Center will ensure to complete a fingerprint application for staff prior to them being present at the center 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 review the CRC modules regarding criminal records to ensure the CRC rules are maintained.

**Correction Deadline: 10/18/2023**

**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 #9, hired on October 10, 2018, did not have a current satisfactory records check determination and their records check had expired on March 13, 2023.

**POI (Plan of Improvement)**
IMMEDIATE CORRECTION - The Center will ensure to receive a completed a records check determination for staff prior to them being present at 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 childcare 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 review the CRC modules regarding criminal records to ensure the CRC rules are maintained.

**Correction Deadline: 10/18/2023**

**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 #7, hired on September 20, 2023 and staff #8, hired on January 23, 2023, did not have evidence of their application and ten year history.

**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. The director will retrieve a copy of their application from the corporate office.

**Correction Deadline: 10/23/2023**

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

**Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that there were four classrooms that did not have a lead teacher assigned.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The director will hire lead teachers and complete a professional learning plan, if needed.

**Correction Deadline: 1/31/2024**

## Staffing and Supervision

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

**Correction Deadline: 11/9/2022**

**Corrected on 10/18/2023**
**.32(2) - The previous citation was observed to be corrected in that the ratios were observed to be appropriate. Please ensure that ratios are maintained at all times.**

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

**Comment**

Adequate supervision observed on this date. Discussed the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm’s length away from children thirty-six (36) months of age and younger.