



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: 4/3/2024 **VisitType:** Licensing Study

Arrival: 9:50 AM **Departure:** 12:15 PM

CCLC-930

Brookwood Learning Center

545 Hardee St. Dallas, GA 30132 Paulding County
(770) 445-1133 brookwood545@comcast.net

Exemption Unit Consultant

Jessica Bailey

Phone: (678) 891-4934

Fax: (770) 357-3233

jessica.bailey@decal.ga.gov

Joint with: Chrissy Powell

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. 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.
04/03/2024	Licensing Study	Good Standing	
03/11/2024	Incident Investigation & Follow Up	Good Standing	
01/13/2023	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
Main	Front Left	Three Year Olds and Five Year Olds and Six Year Olds and Over	2	12	C	20	C	NA	NA	Free Play
Main	GA Prek Back Left		0	0	C	20	C	NA	NA	
Main	GA Prek Front Right		0	0	C	21	C	NA	NA	
Main	Infant Middle Back Left		0	0	C	6	C	NA	NA	Not In Use
Main	Middle Back Right	One Year Olds and Two Year Olds	3	8	C	20	C	NA	NA	Free Play
Total Capacity @35 sq. ft.:			87		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 20			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler	29	C
Main	Preschool/School age	125	C

Comments

An in-person visit was conducted on April 3, 2024 for the purpose of a licensing studt.

Plan of Improvement: Developed This Date 04/03/2024

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.state.ga.us/CCS/RuleAndRegulations.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.state.ga.us for more information. Free technical assistance is available!

Amanda Drummond, Program Official	Date
-----------------------------------	------

Chrissy Powell, Child Care Services Manager	Date
---	------

Jessica Bailey, Exemption Unit Consultant	Date
---	------



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: 4/3/2024 **VisitType:** Licensing Study

Arrival: 9:50 AM **Departure:** 12:15 PM

CCLC-930

Brookwood Learning Center

545 Hardee St. Dallas, GA 30132 Paulding County
(770) 445-1133 brookwood545@comcast.net

Exemption Unit Consultant

Jessica Bailey

Phone: (678) 891-4934

Fax: (770) 357-3233

jessica.bailey@decal.ga.gov

Joint with: Chrissy Powell

Mailing Address

Same

The following information is associated with a Licensing Study:

Activities and Equipment

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

Not Met

Comment

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

Comment

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

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on the consultant's observation that the right sink in the bathroom located in front right Pre-K room was observed to be out of order with tape covering the sink.

POI (Plan of Improvement)

The Center will ensure that equipment is safe and operable in all child areas.

Correction Deadline: 4/3/2024

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

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

Technical Assistance

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children including brooms and shower curtains hanging in restrooms.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(9) - Please remove the plastic shelf located on the Preschool Playground as there were rough exposed areas on the bottom shelf. Additionally, please ensure branches are trimmed so that they are not accessible to children and do not pose a hazard in the play areas.

Correction Deadline: 4/3/2024

Food Service

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

591-1-1-.18(12) - Please ensure that the kitchen door is kept closed while children are present.

Correction Deadline: 4/3/2024

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)**Technical Assistance****Technical Assistance**

591-1-1-.20(1) - Please ensure that medication authorization forms are completed in full by the parent or doctor. This includes the time that medication should be dispensed to the child and the exact dosage.

Correction Deadline: 4/3/2024

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

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

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Comment

591-1-1-.36(4)(b) - The facility uses two vans to transport children. One van was observed by the consultant at the time of the visit while the other van was not on site on this date.

Correction Deadline: 4/4/2024

Sleeping & Resting Equipment

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

Met

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Comment

591-1-1-.30(1)(a) - There were no infants enrolled on the date of the visit. Cribs were not being used in the center as the infant room was not in use.

Correction Deadline: 4/13/2024

Staff Records

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

Met

Comment

Criminal record checks were observed to be complete. The consultant observed satisfactory comprehensive criminal record check determinations for twelve of twelve employees on this date.

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 the consultant's review of records that staff orientation was not accessible to be reviewed on the date of this visit.

POI (Plan of Improvement)

The Center will ensure that staff records are accessible to the person in charge when the director is not available.

Correction Deadline: 4/8/2024

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

Technical Assistance

Technical Assistance

591-1-1-.31(1)(a) - Please ensure that necessary staff and children files are accessible to the person in charge in the event of the director's absence.

Correction Deadline: 4/3/2024

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

Technical Assistance

591-1-1-.32 - Please ensure that children are able to be supervised in the restroom in the front left classroom and the middle right classroom as there are multiple toilets in each restroom.

Comment

Adequate supervision observed on this date.