



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: 4/20/2026 **VisitType:** Licensing Study

Arrival: 3:20 PM **Departure:** 5:30 PM

CCLC-57751

Right at School at Norton Elementary

3050 Xavier Ray Court Snellville, GA 30039 Gwinnett County
(256) 749-8288

Lead Consultant

Dianne Clarke

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Mailing Address

Same

Quality Rated: No

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.
04/20/2026	Licensing Study	Good Standing	
08/22/2025	Monitoring Visit	Good Standing	
05/15/2025	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	1.216	Five Year Olds and Six Year Olds and Over	1	17	C	18	C	NA	NA	Homework, Free Play, Centers, Snack
Main	Cafeteria	Six Year Olds and Over	1	6	C	41	C	NA	NA	Homework, Transitioning
Main	Lab1		0	0	C	17	C	NA	NA	Not In Use
Main	Lab2		0	0	C	17	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 93			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 23			Total Capacity @35 sq. ft.: 93							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Black Top	57	C
Main	Grassy Area	121	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
0	0	0	0	0	0	25

Comments

Be sure to enter all temporary closures by 7 a.m. (vacation, emergencies, school closures, inclement weather, holidays etc...) in DECAL KOALA under the Required Report tab whenever your facility is temporarily closed when you are not caring for children for one or more days. Be sure to SAVE the report before exiting.

All amendments are required to be electronically submitted in DECAL KOALA.

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 the 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. (if applicable)

Please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation before you plan to conduct transportation in the future. (if applicable)

****There is a free Transportation Training available on OLLI in Georgia PDS (GaPDS). Health and Safety Orientation Training 15-hour course is available free online in OLLI (staff must successfully complete all three trainings to meet licensing requirements). PLEASE NOTE: If the Health & Safety Orientation Training date is outside of the previous 12 months, the training was not approved for 10 credit hours, or the training certificate is not documented in the employee's GaPDS account, the Staff person will be required to take this training again, within their first 90 days of employment at a new facility. Reminder: Health and Safety Orientation Training can only be taken once every five years.**

Talk about updated orientation checklist.

Discussed indicator manual and utilizing it.

Discuss updated Transportation forms including sample as of October 1, 2023, use immediately (if applicable).

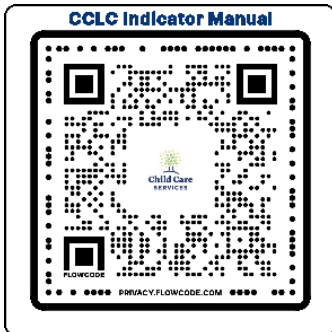
Discussed regarding ensuring to complete rechecks for Criminal Records checks at least 90 days before the five-year expiration. Suggestion: Check monthly or sooner to ensure that staff's criminal records checks are not expiring.

Don't forget to post a new license annually.

Discussed regarding nap/crib mats regarding not using tape to repair; must replace (if applicable).

Recent Changes/Updates: Core Rule: CPR and First Aid will be due within 45 days. 2 hours of Language and Literacy/2 hours of Health and Safety training annually beginning July 1, 2025, a required for all staff. Also, SUID (Sudden Unexpected Infant Death Syndrome formerly SIDS) must be included on the orientation checklist along with abusive head trauma. ****Please don't forget to add to your childcare policies and procedures concerning expulsion, suspension, and practices followed to prevent shaken baby syndrome and abusive head trauma.**

Plan of Improvement: No Plan Developed



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.decal.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 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!



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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-.12 Equipment & Toys(CR)

Met

Comment

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

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

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 the following children were missing information on their enrollment form:

- Child #1: Missing their physician's information
- Child #2: Missing their release person's address
- Child #3 and #4: Missing their mother and father's work address

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 4/20/2026

Facility**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****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:

- Cafeteria: A cart in the cafeteria contained multi-purpose cleaner, Vindicator, and Vomit control and were accessible to the children. Two dry mops were observed next to the cart. Also, a box of black plastic bags were observed on a table and accessible.
- 1.216: A can of to go Lysol spray was accessible in a child's bag.

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: 4/20/2026

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Playground observed to be clean and in good repair on this date.

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

No children enrolled who require diapering. School age children attend only for after school hours.

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

Staff were observed to remind children to wash hands on this date.

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

The Provider currently does not dispense/administer medication.

591-1-1-.21 Operational Policies & Procedures**Technical Assistance****Technical Assistance**

591-1-1-.21(2)(r) - New - Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at:

<https://www.dec.state.ga.us/CCS/Regulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

Correction Deadline: 4/25/2026**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**

Sleeping/Naps are not required for this program. School age children attend only for after school hours.

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

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes, therapists, etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month (180 calendar days) break in service from the childcare industry.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center or home or ensure that the individual is supervised at all times by a staff member who has a comprehensive records check if they do not have a records check on file.

-Please ensure that staff with a national background check is always present with a staff member who has a comprehensive background check. Staff should never be by themselves.

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

Evidence observed of 100% of center Staff certified in First Aid and CPR containing emergency care for infants and children on this date.

591-1-1-.33 Staff Training**Met****Correction Deadline: 8/22/2025****Corrected on 4/20/2026****.33(1) - The previous citation was observed corrected on this date. The staff's records contained the required completed orientation checklist.**

591-1-1-.31 Staff(CR)**Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)**Met****Correction Deadline: 8/22/2025****Corrected on 4/20/2026****.32(7) - The previous citation was observed corrected on this date. Adequate supervision was observed during the visit.**