



**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:** 4/10/2024 **VisitType:** Complaint Investigation & Monitoring **Arrival:** 9:15 AM **Departure:** 1:55 PM  
**Visit**

**CCLC-51641**

**Oak Grove Academy**

3460 Francis Road Alpharetta, GA 30004 Forsyth County  
(305) 677-8670 jdawson@oakgroveacademy.org

Regional Consultant

Amanda Schofield

Phone: (404) 463-3585

Fax:

amanda.schofield@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

| Compliance Zone Designation |                                            |               | <b>Compliance Zone Designation</b> - 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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|-----------------------------|--------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 04/10/2024                  | Complaint Investigation & Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/07/2023                  | Licensing Study                            | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 06/23/2023                  | Monitoring Visit                           | 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     | A- 1R             | Infants                                                      | 1     | 3        | C    | 16         | C            | NA         | NA           | Floor Play,Diapering              |
| Main     | B-2R              | One Year Olds                                                | 1     | 3        | C    | 16         | C            | NA         | NA           | Circle Time,Feeding               |
| Main     | C- 3R             | One Year Olds                                                | 1     | 4        | C    | 21         | C            | NA         | NA           | Snack,Transitioning               |
| Main     | D- 4R             | Two Year Olds                                                | 2     | 10       | C    | 27         | C            | NA         | NA           | Outside,Snack,Transitioning       |
| Main     | E- 1R Left Side   | Three Year Olds and Four Year Olds                           | 1     | 13       | C    | 30         | C            | NA         | NA           | Snack,Outside                     |
| Main     | F- 2R- Left Side  | Two Year Olds and Three Year Olds                            | 2     | 17       | C    | 27         | C            | NA         | NA           | Transitioning,Outside             |
| Main     | G- 3R Left Side   | GA PreK                                                      | 2     | 18       | C    | 27         | C            | NA         | NA           | Circle Time,Snack                 |
| Main     | H- 2LF Left Side  | Four Year Olds and Five Year Olds and Six Year Olds and Over | 2     | 5        | C    | 21         | C            | NA         | NA           | Circle Time,Transitioning         |
| Main     | I - 1LF Left Side | GA PreK                                                      | 2     | 18       | C    | 41         | C            | NA         | NA           | Transitioning,Centers,Circle Time |

Total Capacity @35 sq. ft.: 226

Total Capacity @25 sq. ft.: 0

| Building | Playground   | Playground<br>Occupancy | Playground<br>Compliance |
|----------|--------------|-------------------------|--------------------------|
| Main     | A- Right     | 23                      | C                        |
| Main     | B- Middle    | 129                     | C                        |
| Main     | C- Left      | 48                      | C                        |
| Main     | Soccer Field | 159                     | C                        |
| Main     | Water Park   | 8                       | C                        |

**Comments**

The purpose of this visit was to conduct a Complaint Investigation and Monitoring visit. New staff files and criminal records checks were reviewed.

**Reminders:**

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director. Consultant left a copy of Required Reporting Guidelines.

Plan of Improvement: No Plan Developed

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.decga.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](http://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](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Jessica Dawson, Program Official

Date

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Amanda Schofield, Regional Consultant

Date



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**(Findings Report)**

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1.12 Equipment & Toys(CR)**

**Met**

**Comment**

Consultant observed a variety of equipment and toys throughout the center.

**591-1-1.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Per provider 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 ensure that all hazardous items and/or equipment (i.e., bleach, brooms, diaper wipes, etc.) are stored in a locked cabinet and/or container inaccessible to children at all times.

**Comment**

Consultant observed center clean and well maintained on this date.

**591-1-1.26 Playgrounds(CR)**

**Technical Assistance**

**Technical Assistance**

591-1-1.26 - Please monitor the playground area for the following hazardous items:

- Ensure the "S" hooked are secure on the swing.
- Refluff resilient surface as needed.
- Flush mats into the resilient surface to prevent tripping hazards.

**Comment**

Playground observed to be clean and in good repair.

Correction Deadline: 9/29/2023

Corrected on 4/10/2024

.26(9) - The previous citation was observed to be corrected. Consultant observed observed playground to be in good repair on this date.

## Health and Hygiene

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

Met

#### Comment

Consultant observed proper diapering procedures on this date.

### 591-1-1-.17 Hygiene(CR)

Met

#### Comment

Consultant observed proper hand washing throughout the center on this date.

#### Comment

Consultant observed staff reminding children to wash hands.

### 591-1-1-.20 Medications(CR)

Technical Assistance

#### Technical Assistance

591-1-1-.20 - Consultant discussed proper medication documentation and procedures with director on this date.

## Safety

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Consultant observed a positive learning environment on this date.

### 591-1-1-.13 Field Trips(CR)

Met

#### Comment

Field trip documentation observed to be complete.

### 591-1-1-.36 Transportation(CR)

N/A

#### Comment

Per provider center does not provide routine transportation.

## Sleeping & Resting Equipment

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

Met

#### Comment

Discussed SIDS and infant sleeping position.

## Staff Records

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

Met

#### Comment

Consultant observed Criminal record checks to be complete in this date.

#### Comment

Director provided five files for employees hired since last visit, conducted on September 7, 2023.

Correction Deadline: 9/7/2023

Corrected on 4/10/2024

.09(1)(a) - The previous citation was observed to be corrected. Consultant observed all staff to have Record Checks and Fingerprints on this date.

Correction Deadline: 9/7/2023

Corrected on 4/10/2024

.09(1)(c) - The previous citation was observed to be corrected. Consultant observed all staff to have Comprehensive Record Checks on this date.

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

Met

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                          |
|--------------------------|
| Staffing and Supervision |
|--------------------------|

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

Met

**Comment**

Consultant observed appropriate staff:child ratios on this date.

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

Met

**Comment**

Consultant observed staff to provide direct supervision and be attentive to children's needs on this date.