



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

Cover Sheet

Date: 2/22/2022 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 2:15 PM

CCLC-124

Sheltering Arms - East Lake Village

350 East Lake Boulevard, SE Atlanta, GA 30317 DeKalb County
 (404) 373-6430 laswhite@shelteringarmsforkids.com

Regional Consultant

Verlyn Gant

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verlyn.gant@dec.al.ga.gov

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.
02/22/2022	Licensing Study	Good Standing	
08/06/2021	Monitoring Visit	Good Standing	
04/27/2021	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	One Year Olds	2	6	C	13	C	NA	NA	Nap
main	10	GA PreK	2	14	C	27	C	NA	NA	Nap, Transitioning
main	1A, sleeping		0	0	C	0	C	NA	NA	
main	2	Infants	2	5	C	13	C	NA	NA	Nap
main	2A, sleeping		0	0	C	0	C	NA	NA	
main	3	One Year Olds	2	9	C	20	C	NA	NA	Nap
main	4	One Year Olds	2	8	C	22	C	NA	NA	Nap
main	5	Two Year Olds	2	11	C	20	C	NA	NA	Nap
main	6	Two Year Olds	2	4	C	22	C	NA	NA	Nap
main	7	Three Year Olds	2	13	C	27	C	NA	NA	Nap
main	8	Three Year Olds	2	12	C	27	C	NA	NA	Nap
main	9	GA PreK	2	18	C	26	C	NA	NA	Nap, Transitioning
Total Capacity @35 sq. ft.: 217						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 100						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
main	3-5	41	C
main	Toddler	37	C

Comments

A virtual inspection was conducted on February 22, 2022 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Background checks were all reviewed on February 22, 2022.

An Administrative Review was conducted on February 28, 2022. Staff files, children's files, and training documentation were all reviewed.

The Consultant completed the exit conference via phone and a copy of the monitoring visit report was electronically emailed to the Program on March 01, 2022.

Plan of Improvement: Developed This Date 02/22/2022

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/Regulations.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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

LaSandra White, Program Official

Date

Verlyn Gant, 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)

Met

Comment

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

Comment

591-1-1-.12(4) - Please ensure that chairs are not stacked while children are active and awake in classroom 8.

Correction Deadline: 2/22/2022

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

Technical Assistance

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request.

Ensure the child's daily records includes the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure.

Correction Deadline: 2/22/2022

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(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children.

Ensure that items that pose a hazard are inaccessible to children, such as the low hanging blind string on the door in classroom seven, and ensure that the caps that cover the screws on the toilet in classroom four are replaced.

Correction Deadline: 2/22/2022

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

Playground observed to be clean and in good repair.

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

Please ensure that infant feeding forms are updated.

591-1-1-.18 Kitchen Operations**Met****Comment**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. Ensure the temperature of the refrigerator is maintained at 40 degrees Fahrenheit or below.

Correction Deadline: 2/22/2022

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)	N/A
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Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Technical Assistance

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years.

Ensure lock down, tornado and other emergency situation drills are conducted every six months.

Correction Deadline: 2/27/2022

Safety

591-1-1-.05 Animals	N/A
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Comment

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	N/A
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Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 23

Records with Missing/Incomplete Components: 0
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Staff # 1

Met

Date of Hire: 11/01/1995

Staff # 2

Met

Date of Hire: 08/15/2015

Staff # 3	Met
Staff # 4	Met
Date of Hire: 09/22/2020	
Staff # 5	Met
Date of Hire: 09/25/2012	
Staff # 6	Met
Date of Hire: 08/06/2021	
Staff # 7	Met
Staff # 8	Met
Date of Hire: 09/23/1996	
Staff # 9	Met
Date of Hire: 03/27/1995	
Staff # 10	Met
Date of Hire: 02/25/2002	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 08/01/2015	
Staff # 13	Met
Date of Hire: 07/29/2021	
Staff # 14	Met
Date of Hire: 09/15/2015	
Staff # 15	Met
Date of Hire: 05/12/2015	
Staff # 16	Met
Date of Hire: 08/28/2018	
Staff # 17	Met
Date of Hire: 07/29/2021	
Staff # 18	Met
Staff # 19	Met
Date of Hire: 08/04/2008	

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 20	Met
Date of Hire: 02/03/2017	
Staff # 21	Met
Staff # 22	Met
Staff # 23	Met
Date of Hire: 09/25/2006	

Staff Credentials Reviewed: 9

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

Criminal record checks were observed to be complete.

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

Center observed to maintain appropriate staff:child ratios.

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

Adequate supervision observed on this date.