



**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:** 1/30/2025 **VisitType:** Licensing Study

**Arrival:** 12:45 PM **Departure:** 3:20 PM

**CCLC-56411**

**The Book Academy and Elite Creche' (The Believers Of Ongoing Knowledge)**

176 Highway 138, Suite 100 Riverdale, GA 30274 Clayton County  
(678) 519-5850 THEBOOKACADEMY106@YAHOO.COM

Regional Consultant

Nadia Bernard

Phone: (404) 670-9398

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nadia.bernard@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. |
|-----------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 01/30/2025                  | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/25/2024                  | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 03/21/2024                  | 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                    |
|--------------------------------|-------------------------|------------------------------------|---------------------------------|----------|---------------------------------|---------------------------------|--------------|------------|--------------|--------------------------|
| Building 2                     | Infants & 1s            | Two Year Olds                      | 2                               | 8        | C                               | 30                              | C            | NA         | NA           | Nap, Transitioning       |
| Total Capacity @35 sq. ft.: 30 |                         |                                    |                                 |          | Total Capacity @25 sq. ft.: 117 |                                 |              |            |              |                          |
| Main                           | B: 1R: Two year olds    |                                    | 0                               | 0        | C                               | 12                              | C            | NA         | NA           |                          |
| Main                           | C: 2L: Front: 3s and 4s | Three Year Olds and Four Year Olds | 2                               | 19       | C                               | 21                              | C            | 29         | C            | Nap                      |
| Main                           | D: 2L Back: School-age  |                                    | 0                               | 0        | C                               | 12                              | C            | 17         | C            |                          |
| Main                           | Infant Suite            | Infants and One Year Olds          | 2                               | 7        | C                               | 29                              | C            | NA         | NA           | Feeding, Floor Play, Nap |
| Total Capacity @35 sq. ft.: 74 |                         |                                    |                                 |          | Total Capacity @25 sq. ft.: 117 |                                 |              |            |              |                          |
| Total # Children this Date: 34 |                         |                                    | Total Capacity @35 sq. ft.: 104 |          |                                 | Total Capacity @25 sq. ft.: 117 |              |            |              |                          |

| Building   | Playground | Playground Occupancy | Playground Compliance |
|------------|------------|----------------------|-----------------------|
| Building 2 | Playground | 10                   | C                     |
| Main       | PG         | 23                   | C                     |

| <b>Enrolled Children</b> |                |                |                |                |                           |                          |
|--------------------------|----------------|----------------|----------------|----------------|---------------------------|--------------------------|
| <b>Under 1 years</b>     | <b>1 years</b> | <b>2 years</b> | <b>3 years</b> | <b>4 years</b> | <b>5 years (Prekonly)</b> | <b>5 years and older</b> |
| 4                        | 6              | 10             | 11             | 11             | 0                         | 27                       |

#### **Comments**

The purpose of this visit was to conduct a Licensing Study.

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.

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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](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.

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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 at 855-800-7747 or [qualityrated@decga.gov](mailto:qualityrated@decga.gov) for more information. Free technical assistance is available!**



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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

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

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

Met

Comment

Center does not provide swimming activities.

Children's Records

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Evening Care

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

Met

Comment

The consultant discussed with the director about evening hour processes and supervision.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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|                                         |            |
|-----------------------------------------|------------|
| <b>591-1-1-.19 License Capacity(CR)</b> | <b>Met</b> |
|-----------------------------------------|------------|

**Comment**

Licensed capacity observed to be routinely met by center.

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|                                                          |            |
|----------------------------------------------------------|------------|
| <b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b> | <b>Met</b> |
|----------------------------------------------------------|------------|

**Comment**

Center appears clean and well maintained.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.26 Playgrounds(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

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|---------------------|
| <b>Food Service</b> |
|---------------------|

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|                                                 |            |
|-------------------------------------------------|------------|
| <b>591-1-1-.15 Food Service &amp; Nutrition</b> | <b>Met</b> |
|-------------------------------------------------|------------|

**Comment**

Center menu meets USDA guidelines.

**Comment**

591-1-1-.15(11) - The consultant observed the current food permit for the food vendor.

**Correction Deadline: 1/30/2025**

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|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.18 Kitchen Operations</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

Please ensure that all food items are stored in airtight containers.

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|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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|                                                        |            |
|--------------------------------------------------------|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--------------------------------------------------------|------------|

**Comment**

Proper diapering procedures observed.

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|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Proper hand washing observed throughout the center.

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|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

The Provider currently does not dispense/administer medication.

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|--------------------------------|
| <b>Policies and Procedures</b> |
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|----------------------------------------------------------|------------|
| <b>591-1-1-.21 Operational Policies &amp; Procedures</b> | <b>Met</b> |
|----------------------------------------------------------|------------|

**Comment**

Program observed complete emergency drills

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|-----------------------------------|------------|
| <b>591-1-1-.27 Posted Notices</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Observed all required posted notices.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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|                            |            |
|----------------------------|------------|
| <b>591-1-1-.05 Animals</b> | <b>Met</b> |
|----------------------------|------------|

**Comment**

Center does not keep animals on premises.

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Age-appropriate discussion and/or redirection observed.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.13 Field Trips(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Field trip documentation observed to be complete.

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|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.36 Transportation(CR)</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

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

**Comment**

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

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
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|---------------------------------------------------------------|------------|
| <b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b> | <b>Met</b> |
|---------------------------------------------------------------|------------|

**Comment**

Pleasant naptime environment observed.

**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.

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|----------------------|
| <b>Staff Records</b> |
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|                                                                             |            |
|-----------------------------------------------------------------------------|------------|
| <b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b> | <b>Met</b> |
|-----------------------------------------------------------------------------|------------|

**Comment**

Criminal record checks were observed to be complete.

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|                                               |            |
|-----------------------------------------------|------------|
| <b>591-1-1-.09 Criminal Records Check(CR)</b> | <b>Met</b> |
|-----------------------------------------------|------------|

**Comment**

Director provided four files for employees hired since last visit.

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|                                        |            |
|----------------------------------------|------------|
| <b>591-1-1-.14 First Aid &amp; CPR</b> | <b>Met</b> |
|----------------------------------------|------------|

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.33 Staff Training</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Documentation observed of required staff training.

**Correction Deadline: 12/31/2024**

**Corrected on 1/30/2025**

**.33(5) - The citation was observed to be corrected on this date.**

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|                              |            |
|------------------------------|------------|
| <b>591-1-1-.31 Staff(CR)</b> | <b>Met</b> |
|------------------------------|------------|

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
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|                                                          |            |
|----------------------------------------------------------|------------|
| <b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b> | <b>Met</b> |
|----------------------------------------------------------|------------|

**Comment**

Center observed to maintain appropriate staff:child ratios.

**Comment**

Adequate supervision observed on this date.