



**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:** 4/5/2024 **VisitType:** Licensing Study

**Arrival:** 9:15 AM **Departure:** 11:45 AM

**CCLC-58336**

**C & E Learning Academy**

871 Northside Drive East Unit 883 Statesboro, GA 30458 Bulloch  
County  
(912) 225-4343 evanseisha@gmail.com

Regional Consultant

Rena Keene

Phone: (706) 855-3458

Fax: (706) 434-7639

rena.keene@dec.al.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. |
|-----------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 04/05/2024                  | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/11/2023                  | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 04/03/2023                  | ILS with PTO     | 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                          | Room A |                                | 0     | 0        | C                             | 14         | C            | NA                                                          | NA           |       |
| Main                          | Room B |                                | 0     | 0        | C                             | 13         | C            | NA                                                          | NA           |       |
| Main                          | Room C |                                | 0     | 0        | C                             | 6          | C            | NA                                                          | NA           |       |
|                               |        | Total Capacity @35 sq. ft.: 25 |       |          | Total Capacity @25 sq. ft.: 0 |            |              | Building @35 capacity limited by Insufficient Toilets/Sinks |              |       |
| Total # Children this Date: 0 |        | Total Capacity @35 sq. ft.: 25 |       |          | Total Capacity @25 sq. ft.: 0 |            |              |                                                             |              |       |

| Building | Playground   | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main     | Playground A | 12                   | C                     |

**Comments**

The purpose of today's visit was to conduct a Licensing Study. No children were present during the visit, and staff were engaged in a training session on site.

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.decal.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](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@decal.ga.gov](mailto:qualityrated@decal.ga.gov) for more information. Free technical assistance is available!**

Quaeisha Oglesby, Program Official

Date

Rena Keene, Regional 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.

**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: 3**

Child # 3

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 4

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Number Missing,.08(3)-Address of Release Person Missing

Child # 5

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

**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 children's records and staff statements that complete addresses were not obtained for all persons to whom the child could be released for Child No. 3, Child No. 4, and Child No. 5. Additionally, the work telephone number was not in the file for Child No. 4.

**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: 4/5/2024****Facility****591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center. Licensed capacity, however, was not directly observed on day of the visit as no children were present. Recent attendance and staff records show that licensed capacity is observed by the center.

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

Center appears clean and well maintained.

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

591-1-1-.26(6) - Please ensure all stickers that are peeling are removed from the playground equipment.

**Correction Deadline: 4/15/2024****Food Service****591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Kitchen appears clean and well organized.

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**Health and Hygiene**

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**591-1-1-10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

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

There were no children in attendance on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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**591-1-1-27 Posted Notices****Met****Comment**

Observed all required posted notices.

**Technical Assistance**

591-1-1-.29(3) requires the Director or designated person-in-charge to report or cause to be reported to the Department within twenty-four (24) hours or the next work day: any death of a child while in the care of the Center; any serious illness or injury requiring hospitalization or professional medical attention other than first aid of a child while in the care of the Center; any situation when a child in care becomes missing, such as, but not limited to, a child who is left on a vehicle, a child who leaves the building, playground, or property, or a child who is left behind on any trip; any fire; any structural disaster; any emergency situation that requires temporarily relocating children; and any time the program's operating status changes (i.e., open to closed or temporarily closed and temporarily closed to open) Please ensure that a required report is posted on KOALA when center is not open for business.

**Correction Deadline: 4/5/2024**

**Safety****591-1-1-.05 Animals****Met****Comment**

Animals maintained clean and appropriately caged.

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

There were no children in attendance on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

**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**

Discussed SIDS and infant sleeping position.

**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.

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

Criminal record checks were observed to be complete.

**Comment**

Director provided two (2) files for employees hired since last visit.

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

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

**Technical Assistance**

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. Please ensure that evidence of orientation in each staff folder contains the signature of both the person providing the orientation and the staff who receive the orientation. Employee No. 4 did not sign the evidence of orientation form in the employee's record.

**Correction Deadline: 4/10/2024****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**

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

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

There were no children were in attendance on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.