



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: 1/26/2022 **VisitType:** Monitoring Visit

Arrival: 9:00 AM

Departure: 10:45 AM

CCLC-35885

Seven Branches Academy

180 Mullinax Rd Alpharetta, GA 30004 Forsyth County
 (770) 475-1307 joyce@seven-branches.com

Regional Consultant

Mandi Sloan

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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.
01/26/2022	Monitoring Visit	Good Standing	
09/13/2021	Licensing Study	Good Standing	
08/24/2021	Incident Investigation by Phone	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	2nd Left front	Two Year Olds	2	12	C	0	NC	NA	NA	Transitioning
Main	1st Left	Two Year Olds	2	12	C	21	C	NA	NA	Circle Time
Main	1st Right	Infants	3	12	C	16	C	NA	NA	Feeding, Floor Play, Diapering
Main	2nd Left back	One Year Olds	3	12	C	19	C	NA	NA	Diapering, Centers
Main	2nd Right	Three Year Olds	1	10	C	20	C	NA	NA	Centers
Main	3rd Right	Four Year Olds	1	9	C	18	C	NA	NA	Centers
Main	Pre-k	Four Year Olds	1	12	C	20	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 121			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				
Total # Children this Date: 79			Total Capacity @35 sq. ft.: 121			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Garden	21	C

Comments

The purpose of today's visit was to conduct a Monitoring Visit.

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.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)

Joyce Abernathy, Program Official

Date

Mandi Sloan, Consultant

Date



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Findings Report

Date: 1/26/2022 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 10:45 AM

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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

Discussed rotating toys to support the procedures of daily disinfecting.

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

Comment

Center does not provide swimming activities.

Facility

591-1-1-.19 License Capacity(CR) **Technical Assistance**

Technical Assistance

591-1-1-.19 - The consultant discussed with the provider to submit an amendment application for the area noted as the "fun zone." The consultant reviewed the new amendment process and enhancements found in DECAL KOALA.

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 - The consultant discussed with the provider to ensure that the air purifier machines continue to be kept out of the reach of children.

Comment

No hazards observed accessible to children on this date.

Technical Assistance

591-1-1-.25(13) - The consultant discussed with the provider to ensure that diaper creams that are labeled "keep out of the reach of children" are kept in a locked cabinet to ensure they do not become accessible to the children in care.

Correction Deadline: 1/26/2022

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

Discussed maintenance of resilient surface. Please fluff and redistribute once the mulch dries and the ground is no longer frozen.

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****Comment**

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

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

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(7)(c) 3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the driver or other designated person did not document in writing the time of arrival and departure on January 28, 2022 during afternoon transportation from Vickery Creek Elementary School and Covenant Christian School when the vehicle departed from the center, was loaded or unloaded and when the vehicle returned to the center.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 1/27/2022

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 29

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 07/01/2013

Staff # 2 Met

Staff # 3 Met

Date of Hire: 05/24/2021

Staff # 4 Met

Staff # 5 Met

Date of Hire: 10/10/2018

Staff # 6 Met

Date of Hire: 12/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 7 Met

Date of Hire: 10/25/2021

Staff # 8 Met

Date of Hire: 10/02/2020

Staff # 9 Met

Date of Hire: 08/02/2021

Staff # 10 Met

Date of Hire: 01/03/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 11 Met

Date of Hire: 08/05/2019

Staff # 12 Met

Date of Hire: 09/17/2018

Staff # 13 Met

Date of Hire: 08/09/2021

Staff # 14 Met

Date of Hire: 09/08/2021

Staff # 15 Met

Date of Hire: 07/06/2021

Staff # 16 Met

Date of Hire: 03/01/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 17	Met
Date of Hire: 08/02/2021	
Staff # 18	Met
Date of Hire: 11/10/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 19	Met
Date of Hire: 10/19/2021	
Staff # 20	Met
Date of Hire: 08/09/2021	
Staff # 21	Met
Date of Hire: 10/14/2021	
Staff # 22	Met
Date of Hire: 03/01/2017	
Staff # 23	Met
Date of Hire: 10/28/2020	
Staff # 24	Met
Date of Hire: 08/02/2021	
Staff # 25	Met
Date of Hire: 09/22/2020	
Staff # 26	Met
Date of Hire: 08/12/2021	
Staff # 27	Met
Date of Hire: 08/22/2019	
Staff # 28	Met
Date of Hire: 07/31/2013	
Staff # 29	Met
Date of Hire: 08/20/2020	

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Technical Assistance**

591-1-1-.09(1) - The consultant discussed with the provider to ensure that staff person # 22 resubmits to the record check process as their current criminal record check determination will be expiring on March 1, 2022.

Comment

Criminal record checks were observed to be complete.

Comment

Director provided seven file(s) for employees hired since the last visit conducted on September 13, 2021.

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

Correction Deadline: 10/13/2021

Corrected on 1/26/2022

.14(2) - The previous citation was corrected on this date as CPR and First Aid aid records were observed to be complete. Further, CPR training to include the hands-on skills check was observed to be obtained by an in person, not an online, source.

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****Comment**

Staff observed to provide direct supervision and be attentive to children's needs.