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: 2/15/2022 **VisitType:** Monitoring Visit **Arrival:** 8:45 AM **Departure:** 9:50 AM

CCLC-49366

Happy Faces Academy

568 Peachtree Parkway, Suite 118 Cumming, GA 30041 Forsyth County
(678) 771-8972 komali@happyfacesacademy.com

Regional Consultant

Mandi Sloan

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Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
02/15/2022	Monitoring Visit	Good Standing
09/08/2021	Licensing Study	Good Standing
01/15/2021	Monitoring Visit	Good Standing

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.

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/3mths-18mth (Jelly Beans)	Infants and One Year Olds	1	3	C	14	C	NA	NA	Nap,Free Play
Main	B/18mths - 30 mths (Busy Bees)		0	0	C	16	C	NA	NA	Not In Use
Main	C/2 year olds(Little Explorers)	Two Year Olds	1	9	C	11	C	NA	NA	Centers
Main	D/3 and up (Curious Minds)	Three Year Olds and Four Year Olds	1	11	C	14	C	NA	NA	Centers,Transitioning
		Total Capacity @35 sq. ft.: 56			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Building Department		
Pre-Kindergarten	F/ Pre-Kindergarten	Four Year Olds	2	11	C	20	C	NA	NA	Circle Time
		Total Capacity @35 sq. ft.: 22			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Building Department		
Total # Children this Date: 34		Total Capacity @35 sq. ft.: 78			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-	28	C

Comments
Add Plan of Improvement

Plan of Improvement: Developed This Date 03/01/2022

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.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

QUALITY™ RATED CHILD CARE

CAPS CHILDCARE AND PARENT SERVICES

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.decal.ga.gov/
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

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@decal.ga.gov.

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://decal.ga.gov/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)

Komali Manugula, Program Official	Date	Mandi Sloan, Consultant	Date

Bright from the Start Georgia Department of Early Care and Learning
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Findings Report

Date: 2/15/2022 **VisitType:** Monitoring Visit **Arrival:** 8:45 AM **Departure:** 9:50 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.

Children's Records

Records Reviewed: 5 **Records with Missing/Incomplete Components: 4**

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 5 Not Met

Records Reviewed: 5	Records with Missing/Incomplete Components: 4

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

591-1-1-.08 Children's Records **Not Met**

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, mental retardation or developmental disabilities which limit the child’s participation in the program. It was determined based on review of records that four of five children's files reviewed did not contain the address and telephone numbers for whom the child may be released. Further one of five children's files reviewed did not contain and telephone number of the child's primary source of health care.

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: 3/1/2022

Recited on 2/15/2022

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) **Not Met**

Finding
591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following equipment, materials or supplies were observed accessible to the children in care:
One container of lysol disinfectant spray was located on a cubby in the pre-kindergarten classroom
One container of lysol disinfectant wipes was located on a cubby in the pre-kindergarten classroom
One spray bottle of an unknown cleanser was located on the floor of the bathroom in the pre-kindergarten classroom

POI (Plan of Improvement)
The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 2/15/2022

Finding
591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the blinds in the infant room, "Jelly Beans" were not in good repair as two blinds were observed to be broken containing broken slats and loose cords. The blinds were accessible to the children in care as children located in cribs could access the broken blinds. In addition, the toilet lid in the preschool bathroom was noted to be broken, exposing the sharp porcelain edge.

POI (Plan of Improvement)
The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 2/15/2022

591-1-1-.26 Playgrounds(CR) **Not Met**

Finding
591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the gate separating the toddler and preschool playgrounds contained a gap at the bottom of approximately 12 inches posting a potential hazard to the children in care.

POI (Plan of Improvement)
The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 2/15/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Not Met**

Comment
Staff state proper knowledge of diapering procedures.

Finding
591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper changing surface (diaper pad) in classroom "Little Explores" was not smooth and nonpourous as it contained a tear measuring approximately one inch.

POI (Plan of Improvement)
The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 2/15/2022

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
The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding
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. It was determined based on a review of records that the center had not conducted a lockdown drill in 2021.

POI (Plan of Improvement)
The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 3/1/2022

Recited on 2/15/2022

Safety

591-1-1-.05 Animals — **Met**

Comment
Center does not keep animals on premises.

591-1-1-.11 Discipline(CR) — **Met**

Comment
Staff were observed to maintain a positive learning environment 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
Pleasant naptime environment observed.

Staff Records

Records Reviewed: 13 **Records with Missing/Incomplete Components: 1**

Staff # 1 — Met
Date of Hire: 02/15/2019

Staff # 2 — Met
Date of Hire: 12/01/2020

Staff # 3 — Met
Date of Hire: 11/01/2021

Staff # 4 — Met
Date of Hire: 11/12/2019

Staff # 5 — Met
Date of Hire: 01/28/2021

Staff # 6 — Met
Date of Hire: 02/15/2019

Records Reviewed: 13	Records with Missing/Incomplete Components: 1

Staff # 7 — Met
Date of Hire: 12/01/2021
Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8 — Met
Date of Hire: 02/18/2019

Staff # 9 — Met
Date of Hire: 02/01/2021

Staff # 10 — Met
Date of Hire: 12/01/2020

Staff # 11 — Not Met
Date of Hire: 09/24/2021

"Missing/Incomplete Components"
.33(3)-Health & Safety Certificate

Staff # 12 — Met
Date of Hire: 08/02/2021

Staff # 13 — Met
Date of Hire: 11/01/2021

Staff Credentials Reviewed: 5

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

Comment
Criminal record checks were observed to be complete.

Comment
Director provided four file(s) for employees hired since the last visit conducted on September 8, 2021.

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

Correction Deadline: 10/8/2021

Corrected on 2/15/2022
.14(2) - The previous citation was corrected on this date as CPR and first aid records were observed to be complete.

591-1-1-.33 Staff Training **Not Met**

Finding
591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff person # 11 with a documented date of hire of September 24, 2021 had not completed health and safety training within the first 90 days of employment as it was observed to have been completed on January 11, 2022.

POI (Plan of Improvement)
The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 3/17/2022

Defer
591-1-1-.33(5)- The citation was deferred on this date a annual training will be reviewed upon the program's next licensing study.

POI (Plan of Improvement)
The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 10/8/2021

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
Adequate supervision observed on this date.