



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: 4/10/2024 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:50 AM **Departure:** 5:00 PM

CCLC-37559

Alpha Preparatory Academy II

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Lead Consultant

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Mailing Address

4462 Mink Livsey Road
Snellville, GA 30071

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.
04/10/2024	Complaint Investigation Follow Up	Good Standing	
10/12/2023	Incident Investigation Closure	Good Standing	
10/06/2023	Incident Investigation/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	B-Gabriel	One Year Olds and Two Year Olds	2	8	C	12	C	NA	NA	Nap,Transitioning,Lunch
Main	C-Sarah	Infants and One Year Olds	2	4	C	12	C	NA	NA	Floor Play,Nap
Main	David	Two Year Olds	1	5	C	25	C	NA	NA	Lunch
Main	E-Seraphine	GA PreK	3	15	C	23	C	NA	NA	Lunch
Main	F-Eagles	GA PreK	2	18	C	22	C	NA	NA	Lunch,Transitioning
Main	I-Asher	GA PreK	2	12	C	17	C	23	C	Lunch
Main	J- Daniel		0	0	C	16	C	NA	NA	
Main	Jonah		0	0	C	17	C	24	C	
Main	Michael	Two Year Olds	2	11	C	12	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 156					Total Capacity @25 sq. ft.: 169					
Total # Children this Date: 73					Total Capacity @25 sq. ft.: 169					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	32	C
Main	B- Preschool	102	C

Comments

This is a complaint investigation and follow up visit from October 6, 2023.

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.al.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 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@dec.al.ga.gov for more information. Free technical assistance is available!

Cera Wallace, Program Official

Date

Dianne Clarke, Lead Consultant

Date



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(Findings Report)

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The following information is associated with a Complaint Investigation Follow Up:

Organization

591-1-1-.16 Governing Body & License

Not Met

Finding

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on review of documents that the middle special use room was not updated prior to use as required. The room was being used during the visit.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted. The director stated that they will submit the documents for an amendment.

Correction Deadline: 4/15/2024

Recited on 4/10/2024

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 review of records that the program did not conduct emergency drills within the previous six months as required. The drill was not completed by the correction deadline of October 11, 2023. A drill was also not observed to be completed as of March 2023.

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: 4/10/2024

Recited on 4/10/2024

Safety

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

Met

Correction Deadline: 10/12/2023

Corrected on 4/10/2024

.11(2) - The previous citation was corrected in that the director stated that the staff was terminated and discipline rule was revisited with all staff during staff meeting. Please ensure that discipline is reviewed regularly with staff.

Staff Records

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #2 hired on August 20, 2023, staff #3 hired on March 25, 2024 and staff #5 hired on August 28, 2023, did not have evidence of a fingerprint application submitted in KOALA.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure to complete a fingerprint application for staff prior to them being present at the center to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CRC modules regarding criminal records to ensure the CRC rules are maintained.

Correction Deadline: 4/10/2024

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that Staff #2 hired on August 20, 2023, did not have current evidence of a satisfactory records check on file and was present. Staff #3, hired on March 25, 2024, did not have current evidence of an updated satisfactory records check and portability had expired on February 7, 2024. Also, Staff #5, did not have current evidence of an updated satisfactory records check and portability had expired on December 12, 2023 and was present.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure to receive a completed a records check determination for staff prior to them being present at the center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the childcare industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review the CRC modules regarding criminal records to ensure the CRC rules are maintained.

Correction Deadline: 4/10/2024

Correction Deadline: 10/6/2023

Corrected on 4/10/2024

.09(1)(j) - The previous citation was observed to be corrected in that the previous staff is no longer employed. Please ensure that records checks are electronically ported for all individuals prior to them being present at the facility at all times.

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

Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that the following staff did not have evidence of CPR and First Aid on file:

-Staff #13 hired on September 23, 2023.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 5/10/2024

Correction Deadline: 5/20/2022

Corrected on 4/10/2024

.14(3) - The previous citation was corrected during the October 2023 visit. The rule pulled forward from May 2022. Please ensure that the first aid kits are complete at all times.