



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: 10/4/2023 **VisitType:** Licensing Study **Arrival:** 10:25 AM **Departure:** 5:30 PM

CCLC-52186

Cadence Academy Preschool of Bay Creek

315 Cooper Rd. Loganville, GA 30052 Gwinnett County
 (678) 376-5115 director.baycreek@kids-harbor.com

Lead Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

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.
10/04/2023	Licensing Study	Good Standing	
07/27/2023	Incident Investigation Closure	Good Standing	
04/21/2023	Complaint Closure	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	A 1L	Infants and One Year Olds	2	9	C	13	C	NA	NA	Transitioning
Main	B- 1R	Infants	1	6	C	10	C	NA	NA	Free Play
Main	C- 2R	Three Year Olds	2	15	C	21	C	NA	NA	Centers
Main	D- 2L	Two Year Olds and Three Year Olds	2	21	C	18	NC	NA	NA	Free Play,Lunch,Art
Main	E-3L	Two Year Olds	2	7	C	16	C	NA	NA	Free Play
Main	F- 4R	One Year Olds and Two Year Olds	2	12	C	15	C	NA	NA	Nap,Lunch,Outside
Main	G- 3R		0	0	C	19	C	NA	NA	
Main	H- 5 R		0	0	C	20	C	28	C	
Main	I-4L	Three Year Olds	2	11	C	20	C	NA	NA	Nap,Story
Main	J- 6R	GA PreK	2	20	C	24	C	34	C	Outside
Main	K- 5L	GA PreK	2	20	C	27	C	38	C	Outside,Transitioning
Main	L- Back	GA PreK	2	18	C	32	C	45	C	Transitioning,Centers
Total Capacity @35 sq. ft.:			235		Total Capacity @25 sq. ft.: 277					
Total # Children this Date: 139			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 277					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	16	C
Main	PG B	20	C
Main	PG C	105	C
Main	PG D	61	C

Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are any outbreaks/clusters of positive COVID-19 cases immediately and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

You must be sure to enter all temporary closures by 8 a.m. (vacation, emergencies, school closures, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more. Please be sure to SAVE the report prior to exiting.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

For centers conducting or planning on conducting transportation, please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for everyone, including the director. Please ensure that directors ensure that they also complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

Provided updated orientation checklist.

Share information regarding the indicator manual.

Email updated Transportation forms including sample as of October 1, 2023, to begin using immediately.

Plan of Improvement: Developed This Date 10/04/2023

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.decgal.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!

Amy Nguyen, Program Official

Date

Dianne Clarke, Lead Consultant

Date



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

(Findings Report)

Date: 10/4/2023 VisitType: Licensing Study

Arrival: 10:25 AM

Departure: 5:30 PM

CCLC-52186

Cadence Academy Preschool of Bay Creek

315 Cooper Rd. Loganville, GA 30052 Gwinnett County
(678) 376-5115 director.baycreek@kids-harbor.com

Lead Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Mailing Address
Same

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 4/6/2023

Corrected on 10/4/2023

.03(2) - The previous citation was observed to be corrected in that the classrooms had the updated lesson plans available. Please ensure that all classrooms have the most updated lesson plans at all times.

591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

591-1-1-.12(2) - Please ensure to remove items that are in need of repair from the classroom or repair immediately.

Correction Deadline: 10/4/2023

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)

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 hazards were observed to be accessible:

-C-2R: Hand sanitizer was observed to be accessible in a child's bag.

-K-5L: Two staplers were observed on a shelf to the left upon entrance into the classroom and was accessible.

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: 10/4/2023**Correction Deadline: 4/6/2023****Corrected on 10/4/2023**

.25(3) - The previous citation was observed to be corrected in that the items were corrected. Please ensure that items in need of repair are repaired as quickly as possible or removed from the classroom until they can be repaired. Request for border repairs will be completed by October 11, 2023. Also, please keep an eye on the vents for dust and rust throughout the building.

591-1-1-.26 Playgrounds(CR)**Met****Correction Deadline: 4/16/2023****Corrected on 10/4/2023**

.26(6) - The previous citation was observed to be corrected in that the chain links were replaced. Please ensure to check the chain links regularly and ensure to check the S-hooks as well.

Health and Hygiene

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

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)**Technical Assistance****Technical Assistance**

591-1-1-.17 - Please ensure that staff wash their hands and child's hands at all times even when wipes are used.

591-1-1-.20 Medications(CR)**Met****Correction Deadline: 4/6/2023****Corrected on 10/4/2023**

.20(1) - The previous citation was observed to be corrected in that no medication has been administered since the last visit. Please ensure that medication are administered according to the correct dates and times and the form is completed.

Policies and Procedures

591-1-1-.29 Required Reporting**Met****Correction Deadline: 7/27/2023****Corrected on 10/4/2023**

.29(3) - The previous citation was observed to be corrected in that there has not been an incident requiring medical attention since. Please ensure to report incidents to the department within the required 24 hour period.

Safety

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)

Met

Comment

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)

Met

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)

Met

Comment

Pleasant naptime environment observed.

Staff Records

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

Met

Comment

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month (180 calendar days) break in service from the childcare industry.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center or home.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

591-1-1-.33 Staff Training

Met

Correction Deadline: 5/6/2023

Corrected on 10/4/2023

.33(3) - The previous citation was observed to be corrected in that all required staff has completed the Health and Safety Orientation Training. Please ensure that staff completes their training within the required 90 day period.

Correction Deadline: 5/6/2023

Corrected on 10/4/2023

.33(5) - The previous citation was observed to be corrected in that staff has the ten hours of training on file. Please ensure that staff completes the ten hours of annual training within the required period.

591-1-1-.31 Staff(CR)**Met****Comment**

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

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. Discussed the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.