



**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: 9:30 AM

Departure: 11:00 AM

CCLC-29631

Duluth Premier Academy

2702 Peachtree Industrial Blvd. Duluth, GA 30097 Gwinnett County
(770) 495-0073 janetk.dpa@gmail.com

Regional Consultant

Leena Mitchell

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Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
02/15/2022	Monitoring Visit	Good Standing
09/01/2021	Licensing Study	Good Standing
03/09/2021	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
Building 2	Room 1 - 1L Front	GA PreK	3	19	C	21	C	NA	NA	Circle Time
Building 2	Room 2 - 1L Back		0	0	C	21	C	NA	NA	Not In Use
Building 2	Room 3 - 2L Back	GA PreK	2	22	C	22	C	NA	NA	Outside
Building 2	Room 4 - 2L Front	GA PreK	2	21	C	21	C	NA	NA	Centers
Building 2	Room 5 - 1R	Four Year Olds	2	16	C	16	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 101			Total Capacity @25 sq. ft.: 255							
Main	A 1R	Infants	2	9	C	12	C	NA	NA	Floor Play
Main	B 2R	Infants and One Year Olds	2	7	C	15	C	NA	NA	Circle Time
Main	C 3R	One Year Olds and Two Year Olds	2	11	C	14	C	NA	NA	Outside
Main	D 4R	Two Year Olds	3	15	C	18	C	NA	NA	Outside
Main	E 1L	Two Year Olds and Three Year Olds	1	8	C	21	C	NA	NA	Outside
Main	F 2L	Three Year Olds and Four Year Olds	2	21	C	21	C	29	C	Outside
Main	G 4L	Three Year Olds and Four Year Olds	2	20	C	29	C	41	C	Outside
Main	Gym		0	0	C	24	C	33	C	Not In Use
Total Capacity @35 sq. ft.: 154			Total Capacity @25 sq. ft.: 255							


Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A infant	71	C
Main	PG B	146	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)

Janet Kim, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

Date: 2/15/2022 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 11:00 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 adding equipment and toys to enhance variety in classrooms 3R and 4R.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Finding

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on observation the doors to the laundry room and utility room were open and not kept closed and locked as required.

POI (Plan of Improvement)

The Center will routinely check that doors to unapproved rooms remain latched or locked and that Staff can open the locked rooms in an emergency.

Correction Deadline: 2/15/2022

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

Playground observed to be clean and in good repair. Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fluff and redistribute resilient surface as needed.

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

Please ensure that bottles are covered and fully labeled with child's full name.

Comment

The consultant discussed the revision as of October 1, 2020, which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

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>

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**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

Technical Assistance

591-1-1-.22 - Consultant discussed with provider that as of July 1, 2021, custodial parent(s) of the child shall be permitted access to all child care areas of the child care program at any time their child is in attendance.

Correction Deadline: 2/15/2022

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)

Met

Comment

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - BPA 8394 - Expires August 27, 2021.
- Vehicle Tag # - PZI 4674 - Expires August 23, 2021.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

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

Records Reviewed: 44

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 03/15/2021

Staff # 2 Met

Date of Hire: 03/25/2021

Staff # 3 Met

Date of Hire: 11/29/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4 Met

Date of Hire: 10/19/2015

Staff # 5 Met

Date of Hire: 04/05/2019

Staff # 6 Met

Date of Hire: 03/26/2012

Staff # 7 Met

Date of Hire: 09/01/2016

Staff # 8 Met

Date of Hire: 08/23/2021

Staff # 9 Met

Date of Hire: 08/09/2021

Staff # 10 Met

Date of Hire: 01/05/2011

Staff # 11 Met

Date of Hire: 02/15/2018

Staff # 12 Met

Date of Hire: 12/09/2021

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

Staff # 13 Met

Date of Hire: 05/28/2019

Staff # 14 Met

Date of Hire: 12/07/2020

Staff # 15 Met

Date of Hire: 08/23/2021

Staff # 16 Met

Date of Hire: 08/02/2013

Staff # 17 Met

Staff # 18 Met

Date of Hire: 01/09/2019

Staff # 19 Met

Date of Hire: 01/07/2021

Staff # 20 Met

Date of Hire: 06/10/2019

Staff # 21 Date of Hire: 08/12/2020	Met
Staff # 22 Date of Hire: 08/23/2021	Met
Staff # 23 Date of Hire: 10/13/2021	Met
Staff # 24 Date of Hire: 01/13/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 25 Date of Hire: 08/04/2020	Met
Staff # 26 Date of Hire: 10/07/2013	Met
Staff # 27 Date of Hire: 12/10/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 28 Date of Hire: 02/21/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 29 Date of Hire: 04/15/2019	Met
Staff # 30	Met
Staff # 31 Date of Hire: 09/03/2019	Met
Staff # 32 Date of Hire: 08/01/2019	Met
Staff # 33 Date of Hire: 01/14/2019	Met
Staff # 34 Date of Hire: 09/28/2021	Met
Staff # 35 Date of Hire: 09/21/2021	Met

Staff # 36 Date of Hire: 09/01/2021	Met
Staff # 37 Date of Hire: 03/08/2021	Met
Staff # 38 Date of Hire: 03/07/2017	Met
Staff # 39 Date of Hire: 07/29/2019	Met
Staff # 40 Date of Hire: 08/09/2021	Met
Staff # 41 Date of Hire: 10/05/2020	Met
Staff # 42	Met
Staff # 43	Met
Staff # 44 Date of Hire: 03/17/2014	Met

Staff Credentials Reviewed: 14**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff member #43 was present in the facility while children were present on February 1-15, 2022 and had a valid satisfactory Comprehensive Records Check Determination that was within the 12 month probability period, but had not been electronically ported as required. Staff member #43 was observed working with children and with two additional staff members in classroom 4 2L front. Staff member was electronically ported into the system on the same day following the visit.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 ensure CRC rules are maintained.

Correction Deadline: 2/15/2022

591-1-1-.33 Staff Training

Met

Correction Deadline: 10/1/2021

Corrected on 2/15/2022

.33(3) - The consultant observed the previous citation to be corrected in that the consultant observed six of six newly hired staff to have completed health and safety orientation within the first 90 days of employment.

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

Discussed combining children of mixed ages.

591-1-1-.32 Supervision(CR)

Technical Assistance

Technical Assistance

591-1-1-.32 - Please ensure that staff members are attentive and participating with all children during mealtimes and shall be seated within an arms length away from children 36-months of age and younger.