



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: 8/24/2022 **VisitType:** Monitoring Visit

Arrival: 10:45 AM

Departure: 12:00 PM

CCLC-39613

Storybrook Academy

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 (770) 965-1414 storybrookacademylllp@gmail.com

Regional Consultant

Leena Mitchell

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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.
08/24/2022	Monitoring Visit	Good Standing	
05/04/2022	Monitoring Visit	Good Standing	
12/28/2021	Licensing Study	Good Standing	

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 - 1R	Infants and One Year Olds	2	11	C	12	C	NA	NA	Floor Play	
Main	B - 2R	GA PreK	2	20	C	21	C	NA	NA	Centers	
Main	C - 3R	Two Year Olds	2	17	C	19	C	27	C	Lunch	
Main	D - 4R	GA PreK	2	20	C	25	C	35	C	Circle Time	
Main	E - 4L		0	0	C	15	C	NA	NA	Not In Use	
Main	F - 3L	Three Year Olds	1	10	C	15	C	NA	NA	Circle Time	
Main	G - 2L	One Year Olds	1	8	C	16	C	NA	NA	Free Play	
Total Capacity @35 sq. ft.: 120					Total Capacity @25 sq. ft.: 120		Building @35 capacity limited by Heath Department Limitations				
Total # Children this Date: 86			Total Capacity @35 sq. ft.: 120			Total Capacity @25 sq. ft.: 120		Building @25 capacity limited by Heath Department Limitations			

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - 1R	14	C
Main	B - 2R	33	C
Main	C - Rear	107	C
Main	D - 2L	41	C
Main	E - 1L	21	C

Comments

The purpose of today's visit was to conduct a monitoring visit and follow up on previous citations.

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 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.state.ga.us for more information. Free technical assistance is available!

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)

Jennifer Duncan, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

Date: 8/24/2022 **VisitType:** Monitoring Visit **Arrival:** 10:45 AM **Departure:** 12:00 PM

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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

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

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) **Met**

Comment

Center appears clean and well maintained.

Comment

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

Correction Deadline: 5/4/2022

Corrected on 8/24/2022

.25(13) - The consultant observed the previous citation to be corrected in that the consultant observed potentially hazardous equipment inaccessible to children on this date.

591-1-1-.26 Playgrounds(CR)**Met****Technical Assistance**

591-1-1-.26 - 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.
- Fall zones and resilient surface.

Health and Hygiene

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

Proper diapering procedures observed.

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.

Correction Deadline: 5/4/2022

Corrected on 8/24/2022

.17(7) - The consultant observed the previous citation to be corrected in that the consultant observed proper handwashing procedures on this date.

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

The Provider currently does not dispense/administer medication.

Safety

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**

Correction Deadline: 5/4/2022

Corrected on 8/24/2022

.13(6) - The consultant observed the previous citation to be corrected in that the consultant observed emergency medical information to be complete 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 # - DWE 999 - Expires June 22, 2023.
- Vehicle Tag # - RBV3236 - Expires August 18, 2023.

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30 - Please ensure that cots and mats are used by the same child daily and marked for individual use.

Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 4

Staff # 1		Met
Date of Hire: 11/02/2020		
Staff # 2		Met
Date of Hire: 08/01/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 3		Not Met
Date of Hire: 08/01/2018		
<u>"Missing/Incomplete Components"</u>		
.14(2)-CPR missing		
Staff # 4		Met
Date of Hire: 08/02/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 5		Met
Date of Hire: 08/06/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 6		Met
Date of Hire: 12/16/2021		
Staff # 7		Met
Date of Hire: 05/01/2017		
Staff # 8		Met
Date of Hire: 07/19/2021		
Staff # 9		Met
Date of Hire: 03/29/2021		
Staff # 10		Met
Date of Hire: 07/10/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 11		Met
Date of Hire: 08/03/2020		

Staff # 12 Date of Hire: 09/23/2020	Met
Staff # 13 Date of Hire: 01/24/2022 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing	Not Met
Staff # 14 Date of Hire: 01/03/2022 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing	Not Met
Staff # 15 Date of Hire: 09/17/2021	Met
Staff # 16 Date of Hire: 08/03/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 17 Date of Hire: 02/29/2016	Met
Staff # 18 Date of Hire: 01/26/2021	Met
Staff # 19 Date of Hire: 12/06/2021	Met
Staff # 20	Met
Staff # 21 Date of Hire: 01/28/2019	Met
Staff # 22 Date of Hire: 04/15/2019 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing	Not Met
Staff # 23	Met
Staff # 24 Date of Hire: 11/29/2021	Met
Staff # 25	Met

Date of Hire: 05/27/2016

Staff Credentials Reviewed: 6

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

Comment

The director provided seven files for staff members hired since the previous visit conducted on May 4, 2022. The consultant observed seven of seven newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

591-1-1-.14 First Aid & CPR Not Met

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

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 staff members #3, #13, #14 and #22 had documentation on file of current training in CPR which did not include information to confirm that the training was obtained from an approved source.

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. Discussed with the director that online training for CPR/first aid is not accepted by the Department. Online only CPR training is not accepted by the department.

Correction Deadline: 9/15/2022

Recited on 8/24/2022

591-1-1-.33 Staff Training Defer

Defer

591-1-1-.33(3)- The previous citation was deferred due to newly hired staff within their 90 days of hire.

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: 6/10/2022

Defer

591-1-1-.33(5)- The previous citation was deferred due to the provider having until the end of December 31, 2022, to complete the required 10 hours of annual training. The consultant discussed with the provider to maintain a copy of their completed training certificates for the year 2022 in their personal file or via their Georgia Professional Development System account online.

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: 12/31/2022

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

Comment

Staff observed to be compliant with applicable laws and regulations.

Correction Deadline: 9/15/2022

Corrected on 8/24/2022

.31(1)(b)2. - The consultant observed the previous citation to be corrected in that the consultant observed evidence current Director credentials.

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) **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.