



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: 10/6/2022 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 2:00 PM

CCLC-50456

Jackson Creek Academy

614 Beaver Ruin Rd NW Lilburn, GA 30047 Gwinnett County
 (770) 921-3993 a_freeborn@yahoo.com

Regional Consultant

Leena Mitchell

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Mailing Address

3401 Jim Moore Road
 Dacula, GA 30019

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.
10/06/2022	Licensing Study	Good Standing	
05/20/2022	Monitoring Visit	Good Standing	
12/29/2021	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	
Gym	Left	Five Year Olds and Six Year Olds and Over	1	8	C	41	C	57	C	Centers	
Gym	Right	PreK	2	14	C	29	C	41	C	Outside	
Total Capacity @35 sq. ft.: 70			Total Capacity @25 sq. ft.: 239								
Main	1L	Infants	3	5	C	19	C	NA	NA	Circle Time	
Main	1R	Two Year Olds	1	10	C	19	C	NA	NA	Outside	
Main	2L		0	0	C	19	C	26	C	Not In Use	
Main	2R	Three Year Olds	1	13	C	18	C	NA	NA	Outside	
Main	3L - Back	PreK	2	9	C	21	C	29	C	Centers	
Main	3L - Front		0	0	C	19	C	26	C	Not In Use	
Main	Center / Cafe		0	0	C	25	C	35	C	Not In Use	
Total Capacity @35 sq. ft.: 137			Total Capacity @25 sq. ft.: 137				Building @35 capacity limited by Fire Marshall Limitations				
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 207				Total Capacity @25 sq. ft.: 239				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A -2yrs	18	C
Main	B-2yrs-5yrs	34	C
Main	C-4yrs-12yrs	477	C
Main	D-5yrs-12yrs	103	C
Main	E-3yrs-4yrs	61	C

Main	F-3yrs	26	C
Main	G-Infant/Toddler	9	C

Comments

The purpose of today's visit was to conduct a licensing study and follow up on previous citations. Consultant conducted a joint visit with Daphne Parker on this date.

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.decga.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



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@decga.gov 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)

Amy Freeborn, Program Official

Date

Leena Mitchell, Consultant

Date



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

Date: 10/6/2022 **VisitType:** Licensing Study

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Departure: 2:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Please ensure that each classroom has a current lesson plan on site that reflects appropriate instruction practices and activities to support children's development. Please ensure that each lesson plan has a sufficient and various play and learning equipment and materials to support the above program of activities in all developmental areas.

Correction Deadline: 10/6/2022

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.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 4

Met

Child # 5

Met

591-1-1-.08 Children's Records

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please ensure that parents provide and/or update the following information as needed: release to persons' name, phone number, full address and relationship to the child.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

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

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

591-1-1-.26 Playgrounds(CR)

Not Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the playgrounds had the following hazards:

-playground C had exposed tree roots near the back fence and a larger than 3.5 inches under the sidewalk near the fence.

-Infant/toddler playground had tears in the indoor/outdoor carpet that was accessible to children.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 10/21/2022

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Consultant discussed with the provider about replacing all 2% milk with 1% milk for children over two-years-old and adding whole grain options to the menu to meet current USDA requirements. Consultant also discussed new rules and regulations effective on October 1, 2020.

Comment

Please ensure that infant feeding forms are updated regularly.

Correction Deadline: 6/3/2022

Corrected on 10/6/2022

.15(1) - The consultant observed the previous citation to be corrected in that the consultant observed the menu to meet USDA requirements on this date.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized. Please insure all refrigerator's and freezers have working thermometers.

Health and Hygiene

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

Met

Comment

Hand washing requirements for diapering were discussed with the director on this date.

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Met

Comment

Please ensure lids remain on trash containing organic waste.

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

Met

Comment

Program observed complete emergency drills

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

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**

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Not Met****Technical Assistance**

591-1-1-.36 - Please ensure the bus seats are free of hazards and there is not exposed foam in the seat covers.

Comment

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

CommentThe consultant observed the following vehicles to have a current vehicle inspection report on file:
- Vehicle Tag # - PLN 2016 - Expires July 25, 2023.**Comment**

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

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that staff members #2, #3, and #13 did not have evidence of current two (2) state approved transportation training prior to participating in transportation the week of September 20, 2022.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 10/7/2022**Recited on 10/6/2022**

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: 16**Records with Missing/Incomplete Components: 4**

Staff # 1

Met

Date of Hire: 08/31/2017

Staff # 2

Not Met

Date of Hire: 09/06/2022

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 3 Not Met
Date of Hire: 07/28/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 4 Met

Staff # 5 Not Met
Date of Hire: 10/06/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 6 Met
Date of Hire: 12/09/2008

Staff # 7 Met
Date of Hire: 09/23/1996

Staff # 8 Met
Date of Hire: 08/13/2019

Staff # 9 Met
Date of Hire: 08/05/2019

Staff # 10 Not Met
Date of Hire: 09/06/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 11 Met
Date of Hire: 09/01/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 12 Met
Date of Hire: 08/06/2002

Staff # 13 Met
Date of Hire: 06/11/2012

Staff # 14 Met
Date of Hire: 07/25/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 15

Met

Date of Hire: 06/06/1993

Staff # 16

Met

Date of Hire: 08/06/2019

Staff Credentials Reviewed: 8

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 staff records that staff member #5 was hired on October 6, 2022 and did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

Correction Deadline: 10/6/2022

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 staff records that staff member #5 was hired on October 6, 2022 did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center. The staff member was observed in the 1L (infant) classroom doing floor play activities with the children.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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. 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 the CRC rules are maintained.

Correction Deadline: 10/6/2022

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

Met

Comment

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training

Met

Comment

Discussed staff training. Please obtain required documentation.

Correction Deadline: 1/27/2022

Corrected on 10/6/2022

.33(3) - The consultant observed the previous citation to be corrected in that the consultant observed evidence of complete training.

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.

Comment

Discussed combining children of mixed ages.

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

Met

Comment

Adequate supervision observed on this date.