



**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: 7/31/2023 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:50 AM **Departure:** 4:00 PM

CCLC-32497

Grace Learning Academy

3981 Glenwood Road Decatur, GA 30032 DeKalb County
CCLC-32497 gracelearningacademy@yahoo.com

Special Investigations Unit Sr. Specialist

Chilon Martin

Phone: (404) 591-5648
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Mailing Address
Same

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>		
07/31/2023	Complaint Investigation Follow Up	Deficient
06/15/2023	LS POI Follow Up	Good Standing
05/10/2023	TA Follow Up	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	
Main	1st right	Four Year Olds	1	12	C	12	C	NA	NA	Art	
Main	1st left	Two Year Olds	1	7	C	14	C	NA	NA	Music	
Main	2nd left		0	0	C	9	C	NA	NA	Not In Use	
Main	2nd right	Six Year Olds and Over	1	10	C	13	C	NA	NA	Free Play	
Total Capacity @35 sq. ft.:					48	Total Capacity @25 sq. ft.:					0
Total # Children this Date: 29			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play	25	C

Comments

July 31, 2023- The purpose of this visit was to conduct a complaint investigation and to follow up from the previous visit on June 15, 2023.

The follow up report was discussed with the provider and a copy was left at the center.

Plan of Improvement: To Be Submitted 08/14/2023

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 1 855-800-7747 or qualityrated@decgal.ga.gov for more information. Free technical assistance is available!

Valorie Brown, Program Official

Date

Chilon Martin, Special Investigations Unit Sr.
Specialist

Date



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(Findings Report)

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

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 6/15/2023

Corrected on 7/31/2023

Previous citation observed corrected on this date. Consultant observed a lesson plan in each classroom in use.

Children's Records

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that four out of five children were missing the parent work number and the name and or telephone number of the child's primary source of health care on this date.

Correction Deadline: 8/1/2023

Recited on 7/31/2023

	Facility
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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:

1st Left- There were baby wipes on the changing table that read ":keep out of the reach of children". The wipes were accessible to the children in the classroom.

1st Left- Thumbtacks used to hold the sleeping mats on the wall were exposed to the children. A child was observed with one in their hand.

Correction Deadline: 7/31/2023

Recited on 7/31/2023

Correction Deadline: 6/29/2023

Corrected on 7/31/2023

Previous citation observed corrected on this date. The toilet seat has been replaced and the faucet handle has been repaired.

	Food Service
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Finding

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that on July 31, 2023, the following changes were made to the menu but they were not recorded on the posted menu:

The two-year-old classroom was served chicken spaghetti, fruit cups and green beans. The listed menu for the day was beef spaghetti, corn, peaches and 1/2-1 slice of wheat bread. The children ages four-years-old and older had a choice between hamburgers from McDonald's or turkey spaghetti.

Correction Deadline: 7/31/2023

Policies and Procedures

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 observation, that as of July 31, 2023, the center failed to:

- 1. Conduct monthly fire drills- The last one was conducted on May 30, 2023
- 2. Conduct monthly smoke detector checks- They were last checked on January 11, 2023

Correction Deadline: 8/5/2023

Finding

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined based on observation that on July 31, 2023 at 10:50 a.m., there was no notice listing the name of the person responsible for the administration of the Center in the Administrator's absence, as the Director was not on site.

Correction Deadline: 7/31/2023

Safety

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 a review of records that Staff #3 did not obtain the biannually two hours of state-approved transportation training as of this date.

Correction Deadline: 8/1/2023

Recited on 7/31/2023

Staff Records

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 #5 did not have the certification for CPR and first aid as of this date.

Correction Deadline: 8/4/2023

Recited on 7/31/2023

591-1-1-.33 Staff Training

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff # 5 did not complete the health and safety orientation training within the first 90 days of employment.

Correction Deadline: 8/4/2023

Recited on 7/31/2023

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on observation that on July 31, 2023, the staff member preparing the food did not have proof of Food Preparation and Nutrition Training. The staff member has been employed at the center for more than one year.

Correction Deadline: 8/4/2023

Defer

This citation will be deferred until January 1, 2024.

Correction Deadline: 12/31/2023

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

Not Met

Finding

591-1-1-.31(1)(a) requires the Center to have a Director who is responsible for the supervision, operation and maintenance of the Center. The Director must be on the Center's premises. If the Director is absent from the Center at any time during the hours of the Center's operation, there shall be an officially designated person on the Center site to assume responsibility for the operation of the Center, and this person shall have full access to all records required to be maintained under these rules. It was determined based on observation that on July 31, 2023, at 10:50 a.m., there was no Director or officially designated person on site at the center to assume the responsibility for the operation of the center. There was another staff member present at the center, who had a 40 hour certificate for Director's training, but they could not leave the classroom and they did not know how to access the records, as required. There were three staff members present and there were children in all three classrooms.

Correction Deadline: 7/31/2023

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that staff #5 did not meet the lead caregivers academic requirements as of this date.

Correction Deadline: 8/4/2023

Recited on 7/31/2023

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Not Met

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that on July 31, 2023, staff: child ratios was 1:22 while on the playground for two classrooms. There was a four-year-old classroom, with twelve children, and a classroom with children ages seven-years-old and older with ten children. There was more than 20%of the total number of four-year-old children in the mixed-age-group. There should not have been more than (4) four-year-olds present at the time.

Correction Deadline: 7/31/2023

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

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation, that on July 31, 2023, a two-year-old child was observed with a green thumbtack in their hand. The child picked it up from the floor of the classroom.

Correction Deadline: 7/31/2023