



**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:** 9/12/2022 **VisitType:** Monitoring Visit

**Arrival:** 11:15 AM **Departure:** 3:30 PM

**CCLC-35911**

**Livingston Academy**

320 Huntington St. Covington, GA 30016 Newton County  
 (770) 385-4008 livingstonacademy757@gmail.com

**Regional Consultant**

Kajora McCoy

Phone: (678) 239-9361

Fax:

kajora.mccoy@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
09/12/2022	Monitoring Visit	Good Standing	
06/27/2022	POI Follow Up	Good Standing	
05/25/2022	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		0	0	C	8	C	NA	NA	Not In Use
Main	B/2L	One Year Olds	1	1	C	9	C	NA	NA	Nap
Main	C/3L	Two Year Olds	2	14	C	16	C	NA	NA	Nap
Main	D/4L		0	0	C	14	C	NA	NA	Not In Use
Main	E/1R	Infants	1	4	C	12	C	NA	NA	Transitioning
Main	F/2R	Three Year Olds	1	14	C	19	C	26	C	Nap
Main	G/3R	PreK	2	16	C	23	C	33	C	Transitioning
Main	H/4R		0	0	C	24	C	34	C	Not In Use
Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 125			Building @35 capacity limited by Heath Department Limitations				
Total # Children this Date: 49			Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 125				
						Building @25 capacity limited by Heath Department Limitations				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG/A/LFront	33	C
Main	PG/B/LBack	68	C
Main	PG/C/RBack	91	C
Main	PG/D/RFront	22	C

**Comments**

On September 12, 2022, consultant followed up to previous visit to conduct an on-site Monitoring Visit.

Plan of Improvement: Developed This Date 09/12/2022

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](mailto: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](http://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)

Petesia Harley, Program Official

Date

Kajora McCoy, Consultant

Date



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**Findings Report**

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Not Met**

**Comment**

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

**Comment**

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

**Finding**

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined based on observation there were four out of five toys that required batteries and were not in working order in classroom E/1R.

**POI (Plan of Improvement)**

The Center will ensure Staff are trained in and children are taught the proper use of all furniture, materials and equipment; will implement a plan for this information to be reviewed with both groups on an ongoing basis; and for monitoring proper and age-appropriate usage.

**Correction Deadline: 9/12/2022**

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Pool not in use at this time, gates observed locked.

**Comment**

591-1-1-.35(1) - Please ensure that pool approval is renewed in a timely manner. Current approval expires on September 30, 2022.

**Correction Deadline: 9/17/2022**

**Facility**

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**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation there was no light or ventilation fan in the children's bathroom in classroom C/3L.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 10/12/2022**

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**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(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation there were cords hanging under the television in classroom F/2R posing a potential hazard to the children.

**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: 9/12/2022**

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

591-1-1-.26(9) - Please ensure there are no active ant beds on the playground.

**Correction Deadline: 9/12/2022**

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Technical Assistance****Comment**

Staff state proper knowledge of diapering procedures.

**Technical Assistance**

591-1-1-.10(4) - Please ensure that if diapers are changed on a diaper changing surface, the surface shall be smooth and nonporous.

**Correction Deadline: 9/12/2022****Technical Assistance**

591-1-1-.10(8) - Please ensure that center staff with diaper changing responsibilities to not be simultaneously assigned to kitchen food preparation duties.

**Correction Deadline: 9/12/2022**

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

Staff were observed to remind children to wash hands.

**Technical Assistance**

591-1-1-.17(6) - Please ensure that garbage and organic waste to be stored in containers that are lined with plastic liners and have tight-fitting covers.

**Correction Deadline: 9/12/2022****Technical Assistance**

591-1-1-.17(7)(a) - Please ensure that washcloth handwashing is used only for infants when the infant is too heavy to hold or cannot stand safely and for children with special needs.

**Correction Deadline: 9/12/2022**

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**591-1-1-.20 Medications(CR)****Not Met****Finding**

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's Parent(s) immediately. It was determined based on observation there were three inhalers stored in the medication drawer that were not in use.

**POI (Plan of Improvement)**

The Center will train Staff on a system for tracking the use of medications and returning them to Parent(s).

**Correction Deadline: 9/12/2022****Safety**

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**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date. Please remember to check expiration dates and replace items as needed.

**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 three of four staff members providing transportation did not have current evidence of transportation training.

**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: 9/22/2022****Technical Assistance**

591-1-1-.36(4)(b) - Please ensure that the interior of a transportation vehicle be clean, in safe repair.

**Correction Deadline: 9/13/2022****Sleeping & Resting Equipment**

**Comment**

Discussed SIDS and infant sleeping position.

**Finding**

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on observation there was one infant asleep in a rocker and one infant asleep in an electric swing.

**POI (Plan of Improvement)**

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

**Correction Deadline: 9/12/2022**

**Staff Records**

**Records Reviewed: 17**

**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 02/02/2021	
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Date of Hire: 08/13/2018	
Staff # 6	Met
Date of Hire: 08/02/2021	
Staff # 7	Met
Staff # 8	Met
Date of Hire: 09/11/2020	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Date of Hire: 05/16/2016	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 11/07/2019	

**Records Reviewed: 17**

**Records with Missing/Incomplete Components: 0**

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Staff # 14	Met
Staff # 15	Met
Date of Hire: 03/29/2021	
Staff # 16	Met
Date of Hire: 08/14/2020	
Staff # 17	Met
Date of Hire: 07/12/2021	

**Staff Credentials Reviewed: 5**

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

**Comment**  
Criminal record checks were observed to be complete.

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

**Comment**  
Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**  
Adequate supervision observed on this date.

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

**Comment**  
Adequate supervision observed on this date.