



**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:** 7/25/2022 **VisitType:** Licensing Study

**Arrival:** 9:50 AM

**Departure:** 11:30 AM

**CCLC-33729**

**M & K Academy, Inc.**

2183 Anderson Avenue, NE Covington, GA 30014 Newton County  
(770) 788-8827 missy.blackshear@yahoo.com

**Regional Consultant**

Kajora McCoy

Phone: (678) 239-9361

Fax:

kajora.mccoy@decal.ga.gov

Joint with: Kaycee Purvis

**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.
07/25/2022	Licensing Study	Good Standing	
03/09/2022	Monitoring Visit	Good Standing	
09/13/2021	Licensing Study	Good Standing	

  

<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.

**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	Three Year Olds and Four Year Olds	1	6	C	21	C	NA	NA	Centers
Main	B-2L		0	0	C	20	C	NA	NA	Not In Use
Main	C- 3L	Infants and One Year Olds	1	4	C	16	C	NA	NA	Free Play
Main	D- 1R	Two Year Olds	1	7	C	17	C	NA	NA	Free Play
Main	E- 2R	Four Year Olds and Six Year Olds and Over	1	5	C	16	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 90					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 22			Total Capacity @35 sq. ft.: 90			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	32	C

**Comments**

On July 25, 2022, the consultant followed up to previous visit and conducted an on-site Licensing Study. Consultant requested the provider submit required documents for the Administrative Review process. An administrative review was conducted on August 3, 2022 and consultant obtained director's signature on administrative review letter.

Plan of Improvement: Developed This Date 07/25/2022

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)

Kristy Granger, Program Official

Date

Kajora McCoy, Consultant

Date

Kaycee Purvis, Consultant

Date



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**Findings Report**

**Date:** 7/25/2022 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

**Activities and Equipment**

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

**Met**

**Comment**

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

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

**N/A**

**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
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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**591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

591-1-1-.06(6) - Please ensure that the bathrooms are equipped with single use paper towels.

**Correction Deadline: 7/25/2022**

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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)****Met****Comment**

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

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**591-1-1-.26 Playgrounds(CR)****Not Met****Technical Assistance**

591-1-1-.26(8) - Please ensure climbing and swinging equipment to have the proper amount of resilient surface beneath the equipment.

**Correction Deadline: 8/4/2022**

**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 there were exposed tree roots in the middle of the two play structures between the wooden barriers.

**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: 7/25/2022**

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<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Not Met****Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that staff members failed to label and refrigerate bottles that were in a Minnie Mouse diaper bag in classroom C-3L.

**POI (Plan of Improvement)**

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

**Correction Deadline: 7/25/2022**

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**591-1-1-.18 Kitchen Operations****Not Met****Finding**

591-1-1-.18(8) requires that containers of food be stored above the floor on clean surfaces protected from splash and other contamination. Containers for food storage other than the original container or package in which the food was obtained shall be impervious and non-absorbent, have tight-fitting lids or covers and labeled as to contents. It was determined based on observation that a bottle of Kroger Original pancake syrup, a container of Quaker grits, and a box of Idahoan Original mashed potatoes were stored in the kitchen pantry and did not have lids or tops and were not in a containers with tight-fitting lids.

**POI (Plan of Improvement)**

The Center will designate an appropriate area for the storage of containers of food, will make available containers, lids, and covers, and will train Staff on proper storage and labeling.

**Correction Deadline: 7/25/2022**

**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.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.17(7) - Please ensure that children wash hands after using the restroom.

**Correction Deadline: 7/25/2022**

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

**Not Met**

**Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on observation there was one bottle of Dexmethylphenidate 2.5MG and one bottle of Clonidine HCL 0.1MG in a Ryan's World bookbag in classroom E: 2R accessible to the children.

**POI (Plan of Improvement)**

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

**Correction Deadline: 7/25/2022**

**Policies and Procedures**

**591-1-1-.21 Operational Policies & Procedures**

**Met**

**Comment**

Program observed complete emergency drills

**Safety**

**591-1-1-.05 Animals**

**N/A**

**Comment**

Center does not keep animals on premises.

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

**591-1-1-.13 Field Trips(CR)**

**Met**

**Comment**

Center does not participate in field trips at this time.

**591-1-1-.36 Transportation(CR)**

**Met**

**Comment**

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

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Staff Records**

**Records Reviewed: 8**

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

Staff # 1	Met
Date of Hire: 02/14/2013	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 07/31/2019	
Staff # 4	Met
Date of Hire: 05/06/2009	
Staff # 5	Met
Date of Hire: 01/01/2020	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 07/30/2021	
Staff # 8	Met

**Staff Credentials Reviewed: 3**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**591-1-1-.09 Criminal Records Check(CR)**

**Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

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

**Met**

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

**591-1-1-.33 Staff Training**

**Met**

**Comment**

Documentation observed of required staff training.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

**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 as consultants were exiting classroom C-3L there were two children who were two years old in the hallway in front of classroom D-1R with no staff member. It was further determined that when consultants were exiting the director's office to leave the C-3L classroom teacher was observed to be in the hallway at the door of classroom B-2L talking to another staff member leaving one infant and three toddlers unsupervised.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times. Consultant discussed putting a child proof cover on the door knob.

**Correction Deadline: 7/25/2022**