



**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:** 4/27/2022 **VisitType:** Licensing Study

**Arrival:** 11:40 AM

**Departure:** 12:40 PM

**CCLC-49742**

**Simply The Best Academy**

3800 Big Miller Grove Way Lithonia, GA 30038 DeKalb County  
 (678) 404-8821 simplythebestacademy@yahoo.com

**Regional Consultant**

Stacy Whitten

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**Mailing Address**

Same

Joint with: Lisa Pitts

**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.
04/27/2022	Licensing Study	Good Standing	
07/28/2021	Complaint Investigation by Phone	Good Standing	
07/20/2021	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- 5-7 years	Three Year Olds	1	9	C	12	C	NA	NA	TV
Main	B/L Middle- 3 years	Four Year Olds and Five Year Olds	1	9	C	9	C	NA	NA	Floor Play
Main	C/R Middle- 2 year olds		0	0	C	9	C	NA	NA	
Main	D/2R- 4 and up		0	0	C	25	C	NA	NA	
Main	E/1R- 3 years	One Year Olds and Two Year Olds	2	12	C	12	C	NA	NA	TV
Main	F- Front middle - 6weeks- 23 months	Infants and One Year Olds	1	3	C	15	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 82					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 33			Total Capacity @35 sq. ft.: 82			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	37	C

**Comments**

The purpose of this visit was to conduct a Licensing Study and follow up on previous rule violations. The visit was conducted in person.

Plan of Improvement: Developed This Date 04/27/2022

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 1 855-800-7747 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)

\_\_\_\_\_  
Margaret Mathis, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stacy Whitten, Consultant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lisa Pitts, Consultant

\_\_\_\_\_  
Date



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**Findings Report**

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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(13) - Please ensure a daily schedule is developed for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request.

**Correction Deadline: 4/27/2022**

**Technical Assistance**

591-1-1-.03(2) - Classrooms should develop and maintain current lesson plans that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas.

**Correction Deadline: 4/27/2022**

**Technical Assistance**

591-1-1-.03(7) - Please ensure all children participate in outdoor activities daily, weather permitting.

**Correction Deadline: 4/27/2022**

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

**Technical Assistance**

**Comment**

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

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**Technical Assistance**

591-1-1-.12(4) - Please ensure the following objects/areas are secured to prevent a tipping hazard from developing: the brass flower pot stand and aquarium by the front desk, small microwave and TV in the infant classroom and the small TV in the PreK classroom, and ensure chairs are not stacked in classrooms when children are present.

**Correction Deadline: 4/27/2022**

**Comment**

Center does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

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**591-1-1-.08 Children's Records****Technical Assistance****Comment**

Parent authorizations obtained/completed.

**Technical Assistance**

591-1-1-.08(6) - Please ensure children's drop off and pick up times are documented daily with parent signatures for each time.

**Correction Deadline: 4/27/2022**

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Technical Assistance****Comment**

Please monitor bathrooms for necessary supplies.

**Technical Assistance**

591-1-1-.06(7) - Please ensure bathrooms are cleaned thoroughly each day with a disinfectant.

**Correction Deadline: 4/27/2022**

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

591-1-1-.19 - Please ensure the gym area is not used until it is added as a licensed space. Please remove all hazards, wooden plants, netting and grills prior to adding to licensed space. Please ensure that the gym bathrooms and other areas are added as well if the center wishes to use these areas.

**Comment**

Licensed capacity observed to be routinely met by center.

**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 consultant's observation that the following hazards were stored accessible to children:

- infant classroom- A diaper bag contained A and D ointment and infant Motrin. Additionally, a staff purse was stored on a low shelf and a bottle of insect spray was stored in an unlocked cabinet under the sink.
- two-year-old classroom- a bottle of sanitizer was stored on a low counter
- three-year-old class bathrooms- one bottle of Comet cleaner and one bottle of Odoban disinfectant were stored in an unlocked bathroom cabinet
- Pre-K classroom - push pins were observed on low walls accessible to children
- cart with cleaning products was stored in a stall in the bathroom used by 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: 5/5/2022****Recited on 4/27/2022****Technical Assistance**

- 591-1-1-.25(3) - Discussed the following areas should be monitored and repaired or replaced -
- two-year-old classroom: the floor bracket separating on the half wall
  - orange school age classroom: hall area - the walls developing stains and holes.
  - rust developing on the bottom of the bathroom stall doors
  - All classrooms/halls - monitor and paint or wipe down the walls where stains are developing

**Correction Deadline: 4/27/2022**

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

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the following areas of the fencing were in need of repair:

- Far left corner - two poles observed detached and missing caps
- Right side - gap measuring more than three and half inches present at the bottom of the fencing
- Back side - fencing observed to be detached from top

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 4/27/2022****Technical Assistance**

591-1-1-.26(5) requires that the playground have a surface suitable for varied activities. Hard surfaces (gravel, concrete, paving) shall not exceed one-fourth of the total area. - Please ensure that the concrete sidewalk added does not measure more than one-fourth of the playground space.

**Correction Deadline: 5/27/2022**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on an observation that the following areas of equipment were in need of repair:

- a broken swing was observed to be hanging from the equipment
- a ball toss was observed to have a white mildew like residue present that was observed to rub off onto hands
- under the slide platform, seven screws were observed to protrude underneath the platform with sharp points present.
- a piece of wood was broken and detached from the playset with exposed nails
- orange plastic pegs were observed protruding from the ground in several places

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 5/7/2022**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that approximately two inches of resilient surfacing was observed under the climber, when six inches was required. It was further determined that approximately three inches of resilient surfacing was observed under the slide and swings, when six inches was required.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 5/7/2022**

**Food Service**

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

**Met**

**Comment**

Please ensure that bottles are covered and fully labeled with child's full name.

**Comment**

Please ensure that infant feeding forms are updated regularly.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

**Health and Hygiene**

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**591-1-1-.07 Children's Health** **Met**

**Correction Deadline: 7/14/2021**

**Corrected on 4/27/2022**

**.07(5) - Correction of the previous citation in that no hazardous items were observed present around children's necks on date of visit.**

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

**Comment**

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

**Comment**

Proper diapering procedures observed.

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

**Comment**

Staff were observed to remind children to wash hands.

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

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Technical Assistance**

591-1-1-.11(2) - Appropriate discipline procedures was discussed with staff and director. Please ensure children do not sit out or in 'time out' for more than one minute per the age of the child. Also, please be mindful of tone when disciplining and redirecting children.

**Correction Deadline: 4/27/2022**

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

**Technical Assistance**

591-1-1-.36 - Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed. Please ensure there are no blanks on transportation forms. Please indicate children's absences with an "A" instead of an "X" to avoid confusion.

**Technical Assistance**

591-1-1-.36(4)(c) - Please ensure that each vehicle is equipped with a fire extinguisher maintained in working order and a complete first aid kit, both kept inaccessible to children

**Correction Deadline: 4/27/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure an emergency medical information record be maintained in the vehicle for each child being transported. Please review forms for all children being transported to ensure they are complete. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached.

**Correction Deadline: 4/28/2022**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center.

It was determined based on a review of record that the following documentation was missing for load/unload checks:

- On April 22, 2022 - there was not evidence of load/unload checks for 15 children on an afternoon route from Flat Rock Elementary
- On April 25, 2022- there was not evidence of load/unload checks for two children on an afternoon route from Bowie Elementary
- On April, 11, 12,13, 14, 15, 2022 - there was not evidence of load/unload checks for one child on an afternoon route from Salem Middle.
- On April 12, 23, 2022 - there was not evidence of load/unload checks for one child on an afternoon route from Bowie Elementary

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 4/28/2022**

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center.

It was determined based on a review of documentation there was not evidence of the following arrival and departure times on recent transportation trips:

- April 11, 2022 - on an afternoon route from Farmington Elementary - no return or pickup was documented
- April 11, 12, 13, 2022- on an afternoon route from Bowie Elementary - no return time was documented.

**POI (Plan of Improvement)**

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 4/28/2022**

**Sleeping & Resting Equipment**

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

**Technical Assistance**

**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.

**Technical Assistance**

591-1-1-.30(1)(a)3 - Please ensure each crib has an individual, tight-fitting sheet which is changed or laundered daily or more often as needed and prior to a change of occupant

**Correction Deadline: 4/27/2022**

**Technical Assistance**

591-1-1-.30(1)(b)2 - Please ensure all mats and cots are stored to insure individual bedding and sheets are not in contact with other children's bedding or sheets.

**Correction Deadline: 4/27/2022**



**Records Reviewed: 9****Records with Missing/Incomplete Components: 1**

Staff # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met

**Staff Credentials Reviewed: 1****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 observation and review of records that one employee was on site without evidence of a satisfactory comprehensive background check letter.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will follow up on employee background check letters to 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 review background check rules and employee files and background check letters regularly, to ensure the CRC rules are maintained.

**Correction Deadline: 4/27/2022****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 observation and review of records that one employee was on site without evidence of a satisfactory comprehensive background check letter. A one day letter was left on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will follow up on employee background check letters 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. 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 review background check rules and employee files and background check letters regularly, to ensure the CRC rules are maintained.

**Correction Deadline: 4/27/2022**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.14(2) - Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR. Please ensure all staff maintain CPR/First aid and that new staff obtain CPR/First Aid training within the first 90 days of employment.

**Correction Deadline: 5/27/2022**

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

**Met**

**Correction Deadline: 4/4/2021**

**Corrected on 4/27/2022**

**.33(5) - Previous citation is corrected. Please ensure all staff complete the required 10 hours of training for 2022.**

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**Staffing and Supervision**

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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**

Discussed combining children of mixed ages.