



**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: 5/27/2021 **VisitType:** Licensing Study

Arrival: 12:30 PM

Departure: 2:30 PM

CCLC-131

Sheltering Arms - Oakley Township

7210 Oakley Terrace Union City, GA 30291 Fulton County
(770) 964-0578 snovack@shelteringarmsforkids.com

Regional Consultant

Michelle Smith

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Mailing Address

Same

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.
05/27/2021	Licensing Study	Good Standing	
11/03/2020	Monitoring Visit	Good Standing	
02/12/2020	Incident Investigation 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	1- Infants	Infants and One Year Olds	2	7	C	19	C	NA	NA	Nap,Lunch,Floor Play
Main	10- Pre-K	PreK	1	8	C	27	C	NA	NA	Outside
Main	11- Pre-K		0	0	C	27	C	NA	NA	Not In Use
Main	12- Pre-K	Three Year Olds	2	15	C	27	C	NA	NA	Nap
Main	13- Preschool		0	0	C	27	C	NA	NA	Not In Use
Main	14- Preschool	Three Year Olds	1	6	C	27	C	NA	NA	Nap
Main	15- Preschool		0	0	C	27	C	NA	NA	Not In Use
Main	16- Preschool	Three Year Olds	1	10	C	27	C	NA	NA	Nap
Main	2- Infants	Infants and One Year Olds	1	6	C	19	C	NA	NA	Nap
Main	3- Toddlers	One Year Olds and Two Year Olds	1	8	C	18	C	NA	NA	Nap
Main	4- Toddlers	One Year Olds and Two Year Olds	1	8	C	18	C	NA	NA	Nap
Main	5- Toddlers	Two Year Olds	2	10	C	18	C	NA	NA	Nap
Main	6- Toddlers	Two Year Olds and Three Year Olds	1	5	C	18	C	NA	NA	Nap
Main	7- Pre-K	PreK	1	6	C	27	C	NA	NA	Nap
Main	8- Pre-K	PreK	2	9	C	27	C	NA	NA	Outside
Main	9- Pre-K	PreK	2	14	C	27	C	NA	NA	Lunch,Nap,Transitioning

Total Capacity @35 sq. ft.: 380

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant	19	C
Main	Pre-K	114	C
Main	Preschol	80	C
Main	Toddler	50	C

Comments

Required Reporting rule changes discussed.
 Nutrition and Supervision rule changes discussed.
 Continue to adhere to the most recent Executive Order issued May 1, 2021.



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.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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
 Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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), e-mail the following information to CCSRefutations@decals.ga.gov.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decals.ga.gov/ChildCareServices/RefutationInformation.aspx>

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)

Shannon Johnson-Novack, Program Official

Date

Michelle Smith, 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-.12 Equipment & Toys(CR)

Met

Comment

A Virtual Visit was conducted and the equipment and furniture was observed to be properly secured, as applicable.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

A Virtual Visit was conducted and the licensed capacity was observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date. Center appears clean and well maintained.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair. Continue to monitor the playground for sticks and debris caused by continuous rains and changing weather.

Health and Hygiene

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. During the virtual walk through the diapering was discussed and the provider displayed proper knowledge of the rules and regulations. Staff state proper knowledge of diapering procedures.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Liquid soap and paper towels were observed accessible.

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

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals**Met****Comment**

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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 Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider there was no routine transportation provided.

Sleeping & Resting Equipment

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleeping position was discussed. Bedding that can be washed may be used. Each child's bedding must be kept separate and, to the extent practicable, should be stored in individually labeled bins, cubbies, or bags.

Staff Records

Records Reviewed: 43**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Staff # 2

Met

Staff # 3

Met

Staff # 4	Met
Staff # 5 Date of Hire: 07/21/2019	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9 Date of Hire: 09/28/2020	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14 Date of Hire: 11/27/2018	Met
Staff # 15	Met
Staff # 16 Date of Hire: 01/13/2020	Met
Staff # 17	Met
Staff # 18 Date of Hire: 08/17/2020	Met
Staff # 19	Met
Staff # 20	Met
Staff # 21 Date of Hire: 04/16/2019	Met
Staff # 22 Date of Hire: 03/21/2018	Met
Staff # 23	Met
Staff # 24	Met

Staff # 25 Date of Hire: 09/18/2006	Met
Staff # 26 Date of Hire: 08/18/2014	Met
Staff # 27	Met
Staff # 28	Met
Staff # 29 Date of Hire: 08/01/1999	Met
Staff # 30 Date of Hire: 08/17/2015	Met
Staff # 31	Met
Staff # 32 Date of Hire: 07/29/2018	Met
Staff # 33	Met
Staff # 34 Date of Hire: 08/14/2015	Met
Staff # 35	Met
Staff # 36	Met
Staff # 37 Date of Hire: 09/26/2020	Met
Staff # 38	Met
Staff # 39	Met
Staff # 40	Met
Staff # 41 Date of Hire: 08/14/2017	Met
Staff # 42 Date of Hire: 08/27/2018	Met
Staff # 43	Met

Staff Credentials Reviewed: 12

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

Comment

Criminal record checks were observed to be complete.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the most recent Executive Order issued on May 1, 2021.

Staffing and Supervision

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratios was observed.

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.