



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: 5/13/2022 **VisitType:** Monitoring Visit

Arrival: 10:00 AM **Departure:** 11:00 AM

CCLC-37052

The Bradley School of Martinez

3804 Evans-to-Locks Road Martinez, GA 30907 Columbia County
 (706) 860-8300 akennedy@thebradleyschools.com

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@decal.ga.gov

Mailing Address

P.O. Box 213149
 Augusta, GA 30907

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.
05/13/2022	Monitoring Visit	Good Standing	
10/19/2021	Licensing Study	Good Standing	
06/23/2021	Monitoring Visit	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	Infant	Infants and One Year Olds	4	12	C	28	C	NA	NA	Nap, Floor Play
Main	Pre-K Back 2nd Right	GA PreK	2	19	C	34	C	NA	NA	Centers
Main	Pre-K/Afterschool	GA PreK	2	19	C	54	C	NA	NA	Centers
Main	T-1A	One Year Olds	4	15	C	18	C	NA	NA	Centers
Main	T-1B	One Year Olds and Two Year Olds	3	10	C	21	C	NA	NA	Art, Centers
Main	T-2A	Two Year Olds	4	15	C	23	C	NA	NA	Outside
Main	T-2B	Two Year Olds and Three Year Olds	3	18	C	23	C	NA	NA	Outside
Main	T-3A	Three Year Olds and Four Year Olds	4	19	C	25	C	NA	NA	Circle Time
Main	T-3B	Four Year Olds	3	22	C	29	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 255			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 149			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG-Left Playground	268	C
Main	PG-Right	113	C

Comments

A virtual inspection was conducted on May 13, 2022 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An Administrative Review was conducted on May 13, 2022. Staff files and background checks were all reviewed. The Consultant completed exit conference virtually and a copy of monitoring visit report, the one-day criminal records check letter, and Affidavit Verifying Completion of Background Check Video Units were electronically emailed to the Program on May 13, 2022.

Plan of Improvement: Developed This Date 05/13/2022

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.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



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.ga.gov 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 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)

Allison Kennedy, Program Official

Date

Melyn Smith, Consultant

Date



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

Findings Report

Date: 5/13/2022 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 11:00 AM

CCLC-37052

The Bradley School of Martinez

3804 Evans-to-Locks Road Martinez, GA 30907 Columbia County
(706) 860-8300 akennedy@thebradleyschools.com

Mailing Address
P.O. Box 213149
Augusta, GA 30907

Regional Consultant

Melyn Smith

Phone: (706) 855-3455
Fax: (706) 434-7640
melyn.smith@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

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

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

N/A

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

Comment

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

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.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Technical Assistance

591-1-1-.30(1)(d) - The Consultant discussed with the director to please ensure there was a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of cribs in the Infant room. Staff were observed to space out the cribs during the virtual walk through.

Correction Deadline: 5/13/2022

Staff Records

Records Reviewed: 46

Records with Missing/Incomplete Components: 2

Staff # 1	Met
-----------	-----

Date of Hire: 05/03/2021

Staff # 2	Met
-----------	-----

Date of Hire: 01/10/2022

Staff # 3	Met
-----------	-----

Date of Hire: 03/24/2017

Staff # 4	Met
-----------	-----

Date of Hire: 04/29/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5	Met
-----------	-----

Date of Hire: 02/23/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 6	Met
Date of Hire: 04/25/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 05/11/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8	Met
Date of Hire: 07/30/2019	
Staff # 9	Met
Date of Hire: 08/10/2021	
Staff # 10	Met
Date of Hire: 11/23/2020	
Staff # 11	Met
Date of Hire: 09/09/2019	
Staff # 12	Met
Date of Hire: 02/07/2019	
Staff # 13	Met
Date of Hire: 08/10/2021	
Staff # 14	Met
Date of Hire: 04/13/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15	Met
Date of Hire: 08/02/2021	
Staff # 16	Met
Date of Hire: 09/11/2007	
Staff # 17	Met
Date of Hire: 09/28/2020	
Staff # 18	Met
Date of Hire: 04/30/2018	
Staff # 19	Met
Date of Hire: 10/05/2020	
Staff # 20	Not Met

Date of Hire: 04/13/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 21

Met

Date of Hire: 04/01/2008

Staff # 22

Met

Date of Hire: 03/28/2016

Staff # 23

Met

Date of Hire: 03/08/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 24

Met

Date of Hire: 05/05/2021

Staff # 25

Met

Date of Hire: 09/20/2021

Staff # 26

Met

Date of Hire: 03/14/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 27

Met

Date of Hire: 04/18/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 28

Met

Date of Hire: 09/15/2007

Staff # 29

Met

Date of Hire: 03/01/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 30

Met

Date of Hire: 07/31/2019

Staff # 31

Met

Date of Hire: 08/31/2017

Staff # 32

Met

Date of Hire: 12/28/2015

Staff # 33

Met

Date of Hire: 09/17/2010

Records Reviewed: 46**Records with Missing/Incomplete Components: 2**

Staff # 34 Date of Hire: 11/11/2014	Met
Staff # 35 Date of Hire: 07/23/2007	Met
Staff # 36 Date of Hire: 04/30/2018	Met
Staff # 37 Date of Hire: 12/01/2021	Met
Staff # 38 Date of Hire: 08/18/2015	Met
Staff # 39 Date of Hire: 06/07/2021	Met
Staff # 40 Date of Hire: 01/15/2019	Met
Staff # 41 Date of Hire: 05/10/2018	Met
Staff # 42 Date of Hire: 10/10/2007	Not Met
<u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	
Staff # 43 Date of Hire: 02/25/2016	Met
Staff # 44 Date of Hire: 09/20/2021	Met
Staff # 45 Date of Hire: 08/25/2020	Met
Staff # 46 Date of Hire: 06/30/2021	Met

Staff Credentials Reviewed: 13

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met**

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 review of records, that Staff #20, identified as the cook and present at the facility, did not have a current satisfactory Criminal Records Check Determination on file before being present, as the Criminal Records Check Determination on file expired on April 12, 2022. It was further determined that Staff #42, identified as a lead teacher and observed present at the facility, did not have a current satisfactory Criminal Records Check Determination on file before being present, as the Criminal Records Check Determination on file expired on April 7, 2022. The Center submitted applications to the Department during the virtual walk through for the criminal records check. A one-day letter and Affidavit Verifying Completion of Background Video Units was left with the Director on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

Correction Deadline: 5/16/2022

Finding

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined, based on review of records, that Staffs #20 and #42 were lacking a new Comprehensive Criminal Records Check Determination every five years, as their criminal records checks expired in April 2022. The Center submitted an application for both employees during the virtual walk through. A one-day letter and Affidavit Verifying Completion of Background Video Units was left with the Director on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. 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 ensure CRC rules are maintained.

Correction Deadline: 5/16/2022

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

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Center observed to maintain appropriate staff:child ratios.

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

Staff observed to provide direct supervision and be attentive to children's needs.