



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: 8/31/2021 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 10:30 AM

CCLC-37053

The Bradley School of Augusta

1219 George C. Wilson Dr. Augusta, GA 30909 Richmond County
 (706) 860-3543 sstarkey@thebradleyschools.com

Regional Consultant

Melyn Smith

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Mailing Address

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 Augusta, GA 30907

Quality Rated: ★ ★ ★

Compliance Zone Designation		
08/31/2021	Licensing Study	Good Standing
03/03/2021	Monitoring Visit	Good Standing
07/22/2020	Licensing Study	Good Standing

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.

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: Infant	Infants	3	9	C	15	C	NA	NA	Nap, Floor Play
Main	B: T-1	One Year Olds	4	20	C	20	C	NA	NA	Diapering, Centers, Story
Main	C: T2-A	Two Year Olds	5	18	NC	20	C	NA	NA	Music, Outside
Main	D: T2-B	Two Year Olds	4	13	C	28	C	NA	NA	Centers
Main	E: T3	Three Year Olds	3	15	C	25	C	NA	NA	Outside
Main	F: PreK-3	Three Year Olds and Four Year Olds	2	12	C	15	C	NA	NA	Centers
Main	G: GA PreK	PreK	2	19	C	31	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 154						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 106			Total Capacity @35 sq. ft.: 154			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler	29	C
Main	Preschool/School Age	139	C

Comments

An Administrative Review was conducted on August 31, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 28, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 08/31/2021

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.al.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 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.al.ga.gov/>
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.al.ga.gov

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@dec.al.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://dec.al.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 Starkey, Program Official

Date

Melyn 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 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.

Children's Records

Records Reviewed: 8

Records with Missing/Incomplete Components: 2

Child # 1 Met

Child # 2 Met

Child # 3 Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing,.08(1)-Doctor, Clinic, Phone Numbers

Child # 4 Met

Child # 5 Met

Child # 6 Met

Child # 7 Met

Child # 8

Not Met

"Missing/Incomplete Components"

.08(1)(a)-Work Address Missing

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - The Consultant discussed with the Director to please ensure all required information was included in children's files, including the information for the child's primary physician, the emergency contact information, and the parents' work addresses.

Correction Deadline: 8/31/2021

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

Please secure cleaning tools (i.e., broom, dust pan, mop) out of reach of children.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Not Met

Comment

Center menu meets USDA guidelines.

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined, based on review of records, that four of twelve infant feeding plans were lacking required information listed below:

- One child's file was lacking the amount of formula to be given.
- One child's file was lacking the parent initials required beside the answer indicating if the child was developmentally ready for solid foods.
- One infant's feeding plan was lacking information regarding solid foods, as the bottom portion of the feeding plan was not completed.
- One infant's feeding plan was lacking required information, as the updated feeding plan was not used, which was effective on October 1, 2020.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 9/10/2021

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

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

Met

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Not Met

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined, based on review of documents, that the center was lacking documentation of Lockdown drills from January 2021 through August 2021. The director stated that lockdown drills were not conducted due to social distancing.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 9/30/2021

Safety

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

Met

Comment

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

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

N/A

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

Comment

Pleasant naptime environment observed.

Technical Assistance

591-1-1-.30(1)(d) - The Consultant discussed with the Director the requirement that there shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment and a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment on this date.

Correction Deadline: 8/31/2021

Staff Records

Records Reviewed: 35

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 07/30/2018	
Staff # 2	Met
Date of Hire: 08/18/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 08/05/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 03/12/2018	
Staff # 5	Met
Date of Hire: 08/23/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 11/23/2020	
Staff # 7	Met
Date of Hire: 06/17/2019	
Staff # 8	Met
Date of Hire: 09/08/2020	
Staff # 9	Met
Date of Hire: 07/31/2017	
Staff # 10	Met
Date of Hire: 08/16/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 11	Met
Date of Hire: 06/05/2019	

Staff # 12 Date of Hire: 09/11/2007	Met
Staff # 13 Date of Hire: 04/25/2018	Met
Staff # 14 Date of Hire: 08/23/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15 Date of Hire: 01/02/2019	Met
Staff # 16 Date of Hire: 06/20/2011	Met
Staff # 17 Date of Hire: 09/27/2011	Met
Staff # 18 Date of Hire: 09/08/2020	Met
Staff # 19 Date of Hire: 07/26/2006	Met
Staff # 20 Date of Hire: 04/01/2008	Met
Staff # 21 Date of Hire: 09/19/2019	Met
Staff # 22 Date of Hire: 08/25/2020	Met
Staff # 23 Date of Hire: 02/24/2020	Met
Staff # 24 Date of Hire: 01/12/2021	Met
Staff # 25 Date of Hire: 09/16/2019	Met
Staff # 26 Date of Hire: 03/06/2007	Met

Records Reviewed: 35

Records with Missing/Incomplete Components: 0

Staff # 27 Met
Date of Hire: 08/10/2020

Staff # 28 Met
Date of Hire: 07/28/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 29 Met
Date of Hire: 08/09/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 30 Met
Date of Hire: 11/30/2020

Staff # 31 Met
Date of Hire: 10/21/2017

Staff # 32 Met
Date of Hire: 01/19/2010

Staff # 33 Met
Date of Hire: 05/13/2014

Staff # 34 Met
Date of Hire: 10/07/2013

Staff # 35 Met
Date of Hire: 03/25/2019

Staff Credentials Reviewed: 13

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

Comment
Criminal record checks were observed to be complete.

Comment
Director provided eight files for employees hired since last visit.

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) Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined, based on observation, that one independent contractor was present in Room C: T2-A teaching ballet to eleven two-year-old children, when two staff were required.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 9/29/2021

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

Adequate supervision observed on this date during the virtual walk through.