



**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:** 9/30/2021 **VisitType:** Monitoring Visit

**Arrival:** 12:00 PM

**Departure:** 1:00 PM

**CCLC-930**

**Brookwood Learning Center**

545 Hardee St. Dallas, GA 30132 Paulding County  
 (770) 445-1133 brookwood545@comcast.net

**Regional Consultant**

Morgan Stahl

Phone: (770) 357-7042

Fax: (770) 357-7041

morgan.stahl@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
09/30/2021	Monitoring Visit	Good Standing
03/01/2021	Licensing Study	Good Standing
09/09/2020	Monitoring Visit	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	Front Left	Three Year Olds	1	13	C	20	C	NA	NA	Nap	
Main	GA Prek Back Left	GA PreK	2	9	C	20	C	NA	NA	Transitioning	
Main	GA Prek Front Right	GA PreK	2	14	C	21	C	NA	NA	Transitioning	
Main	Infant Middle Back Left		0	0	C	6	C	NA	NA	Not In Use	
Main	Middle Back Right	One Year Olds and Two Year Olds	2	11	C	20	C	NA	NA	Nap	
Total Capacity @35 sq. ft.: 87						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 47						Total Capacity @35 sq. ft.: 87					Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/Toddler	29	C
Main	Preschool/School age	125	C

**Comments**

A virtual inspection was conducted on September 30, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on July 1, 2021, was reviewed during the virtual inspection.

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.decal.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.decal.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@decal.ga.gov](mailto:qualityrated@decal.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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)

Amanda Drummond, Program Official

Date

Morgan Stahl, Consultant

Date



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### Findings Report

**Date:** 9/30/2021    **VisitType:** Monitoring Visit    **Arrival:** 12:00 PM    **Departure:** 1:00 PM

#### CCLC-930

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Same

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)

Met

#### 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

The back playground was not able to be observed during the visit due to connection issues. Pictures of the playground were emailed to the Consultant.

**Correction Deadline: 9/30/2021**

**Correction Deadline: 11/28/2017**

**Corrected on 9/30/2021**

**.26(4) - This citation was observed corrected during a previous visit.**

### 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**

Proper hand washing observed throughout the center.

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

**Comment**

Documentation for medication dispensing observed complete.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Correction Deadline: 3/1/2021**

**Corrected on 9/30/2021**

**.36(7)(c)2. - Complete transportation documentation observed.**

**Sleeping & Resting Equipment**

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

**Comment**

No infants are currently enrolled at the facility.

**Correction Deadline: 10/10/2021**

**Staff Records**

**Records Reviewed: 14**

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

Staff # 1 Met

Date of Hire: 06/03/2020

Staff # 2 Met

Staff # 3 Met

Staff # 4 Met

Staff # 5 Met

Date of Hire: 10/02/2020

Staff # 6 Met

Staff # 7 Met

Staff # 8 Met

**Records Reviewed: 14**

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

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Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met

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**Staff Credentials Reviewed: 4**

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

**Comment**

Criminal record checks were observed to be complete.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Adequate supervision observed on this date.