



**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: 12/6/2021 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 1:30 PM

CCLC-29155

Legacy Academy Suwanee Dam

5558 Suwanee Dam Rd. Suwanee, GA 30024 Gwinnett County
(678) 546-7255 lasuwanedam@legacyacademy.com

Regional Consultant

Mandi Sloan

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mandi.sloan@dec.al.gov

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.
12/06/2021	Licensing Study	Good Standing	
04/20/2021	Monitoring Visit	Good Standing	
10/15/2020	LS POI Follow Up	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-6wks-12 mnths	Infants	1	6	C	15	C	NA	NA	Floor Play,Nap
Main	B-2L-12-18mnths		0	0	C	15	C	NA	NA	Not In Use
Main	C-3L-18-24 mnthshs	Two Year Olds	1	9	C	20	C	NA	NA	Nap
Main	D-middle Left		0	0	C	25	C	NA	NA	
Main	E-3yrs-Middle	GA PreK	2	20	C	25	C	NA	NA	Nap
Main	F-3yrs-Middle Right	GA PreK	2	20	C	25	C	NA	NA	Nap
Main	G-2R-4 yrs	Three Year Olds	1	13	C	35	C	NA	NA	Nap
Main	H-1R	Four Year Olds	1	10	C	35	C	NA	NA	Nap
Main	I-4L-24-35 mnths	Two Year Olds	1	9	C	25	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 220						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 87			Total Capacity @35 sq. ft.: 220			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-6wks-2 yrs	26	C
Main	B-5-12 yrs	74	C
Main	C-3-4 yrs	97	C

Comments

The purpose of today's visit was to conduct a virtual licensing study and administrative review.

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.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)

Sam Poyan, Program Official

Date

Mandi Sloan, 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

Discussed rotating toys to support the procedures of daily disinfecting.

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

Center appears clean and well maintained.

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 **Technical Assistance**

Technical Assistance

591-1-1-.15 - The consultant discussed with the provider to ensure that the latest copy of the infant feeding plan is used. The consultant shared the new feeding plan form with the provider on this date.

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-.05 Animals

Met

Comment

Center does not keep animals on premises.

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)

Met

Comment

Center does not participate in field trips at this time.

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

Not Met

Comment

Complete documentation of transportation observed.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on a review of records that staff person # 19, the program's director, had not obtained the two hours of state-approved transportation biannually.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 12/16/2021

Sleeping & Resting Equipment

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

Met

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 19**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 11/11/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 09/27/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Date of Hire: 11/09/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4	Met
Date of Hire: 01/26/2021	
Staff # 5	Met
Date of Hire: 08/03/2009	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 11/30/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8	Met
Date of Hire: 11/29/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 06/21/2021	
Staff # 10	Met
Date of Hire: 07/27/2021	
Staff # 11	Met
Date of Hire: 01/11/2021	
Staff # 12	Met
Date of Hire: 09/30/2019	
Staff # 13	Met
Date of Hire: 10/25/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Staff # 15	Met
Date of Hire: 09/07/2021	

Records Reviewed: 19**Records with Missing/Incomplete Components: 1**

Staff # 16 Date of Hire: 08/03/2009	Met
Staff # 17	Met
Staff # 18 Date of Hire: 08/24/2021	Met
Staff # 19 Date of Hire: 09/10/2012	Not Met
<u>"Missing/Incomplete Components"</u>	
.36(3)(a-b)-2 hrs. Transportation Training missing	

Staff Credentials Reviewed: 2

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided ten file(s) for employees hired since the last visit conducted on April 20, 2021.

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

Adequate supervision observed on this date.