



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: 3/22/2022 **VisitType:** Monitoring Visit **Arrival:** 12:00 PM **Departure:** 1:00 PM

CCLC-1006

Fletcher Academy #2

2895 Maysville Highway Commerce, GA 30529 Jackson County
 (706) 335-9400 klugh10@gmail.com

Regional Consultant

Lynn Schnitzer
 Phone: (678) 717-5720
 Fax: (770) 344-5683
 lynn.schnitzer@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation		
03/22/2022	Monitoring Visit	Good Standing
11/03/2021	Licensing Study	Good Standing
03/10/2021	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	A 1L	Infants and One Year Olds	1	5	C	10	C	NA	NA	Nap
Main	B 2L	One Year Olds	1	8	C	8	C	NA	NA	Nap
Main	C 3L	Two Year Olds and Three Year Olds	1	10	C	20	C	NA	NA	Nap
Main	D: Right Pre K	Three Year Olds and Four Year Olds and GA PreK	2	34	C	46	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 84					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG B Back	34	C
Main	PG C: Right	47	C
Main	PG Left	12	C

Comments

An Administrative Review was conducted on March 25, 2022. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on March 22, 2022 with the Director, Brittany Klugh. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 03/22/2022

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.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 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 1 855-800-7747 or qualityrated@dec.al.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)

Brittany Klugh, Program Official

Date

Lynn Schnitzer, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

During the virtual walk through, the equipment and furniture appeared to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 4

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Number Missing	
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)(a)-Work Number Missing	
Child # 5	Not Met

"Missing/Incomplete Components"

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

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

Not Met

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that three of five records reviewed were missing work phone numbers for parents and that one of five records was missing the address of the release to person.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 4/18/2022

Recited on 3/22/2022

Facility

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

Met

Comment

Consultant observed licensed capacity to be met by center.

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

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Consultant discussed with the director to ensure that brooms and dust pans are stored out of reach of children.

Correction Deadline: 3/22/2022

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

Met

Comment

Director stated practice used for maintaining resilient surfaces.

Health and Hygiene

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

Met

Comment

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Staff stated proper hand washing.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.11 Discipline(CR)**Technical Assistance****Technical Assistance**

591-1-1-.11 - Consultant discussed regulations regarding proper discipline with the director on this date.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position. Staff stated knowledge of safe sleep requirements.

Staff Records

Records Reviewed: 9**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 11/23/2016	
Staff # 2	Met
Date of Hire: 08/01/2010	
Staff # 3	Met
Date of Hire: 07/26/2021	
Staff # 4	Met
Date of Hire: 01/20/2020	
Staff # 5	Met
Date of Hire: 07/10/2020	
Staff # 6	Met
Date of Hire: 02/28/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7	Met
Date of Hire: 07/25/2014	
Staff # 8	Met
Date of Hire: 09/01/2015	
Staff # 9	Met
Date of Hire: 07/15/2019	

Staff Credentials Reviewed: 7

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided one file for employee hired since last visit on November 3, 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.