



**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

Date: 4/11/2023 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:30 AM **Departure:** 3:30 PM

CCLC-37405

Benjamin Preparatory School of Academics & Performing Arts
2445 Church Road SE Atlanta, GA 30339 Cobb County
(770) 436-5200 nkelly@benjaminprep.com

Region Consultant

Neli Todorova
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Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
04/11/2023	Complaint Investigation & Licensing Study	Good Standing
10/12/2022	Monitoring Visit	Good Standing
03/22/2022	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	5th Right- Shooting Stars B	Three Year Olds	1	14	C	14	C	NA	NA	Outside
Main	Rm. 107G-3rd Left	Two Year Olds	1	9	C	11	C	NA	NA	Free Play
Main	Rm.-103D-Show Kids	Four Year Olds	1	12	C	12	C	NA	NA	Music
Main	Rm.-106H-4th Left	Two Year Olds	1	9	C	17	C	NA	NA	Circle Time
Main	Rm.-108 F-2nd Left-Tiny Tappers		0	0	C	12	C	NA	NA	
Main	Rm.-109B-1st Left-Tiny Tappers	One Year Olds	1	8	C	11	C	NA	NA	TV
Main	Rm.-4th Right-Shooting Stars A	Three Year Olds	1	10	C	10	C	NA	NA	Free Play
Main	Rm.-Tiny Tappers A	One Year Olds	1	6	C	8	C	NA	NA	Free Play,Diapering
Main	Rm-1st Right- Tiny Dreamers	Infants	2	8	C	17	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 112					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 76			Total Capacity @35 sq. ft.: 112			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B- All Ages-Left side of Bldg	66	C


Main	Playgd A- Back of Bldg	15	C
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Comments

The purpose of the visit is to conduct a Complaint Investigation and a Licensing Visit. The Investigation was not completed on the day of the visit. The results will be discussed with the Director once the Investigation is complete.

Plan of Improvement: Developed This Date 04/11/2023

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

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)

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!

Nadia Galloway, Program Official

Date

Neli Todorova, Consultant

Date



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(Findings Report)

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms **Technical Assistance**

Technical Assistance

591-1-1-.06(4) - Please ensure that the exhaust vent in the bathroom of room 107 Third Left is operating and pulling the air in.

Correction Deadline: 5/11/2023

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) **Technical Assistance**

Technical Assistance

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to 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**Technical Assistance****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Technical Assistance

591-1-1-.15(2) - Please ensure that the updated Infant Feeding Plans are used.

Correction Deadline: 4/11/2023

591-1-1-.18 Kitchen Operations**Met****Comment**

Kitchen appears clean and well organized.

Health and Hygiene

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

Proper diapering procedures observed.

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**

The Provider currently does not dispense/administer medication.

Organization

591-1-1-.16 Governing Body & License**Technical Assistance****Technical Assistance**

591-1-1-.16(f) - Please submit an Amendment Application to add the rooms upstairs and the Dance room to the license.

Correction Deadline: 4/11/2023

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 records that lockdown drills were not conducted in 2022 and in 2023.

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: 4/24/2023

Technical Assistance

591-1-1-.21(1)(p) - Please ensure that the Emergency Plans address all required topics.

Correction Deadline: 4/16/2023

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

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)

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Technical Assistance

Comment

Discussed SIDS and infant sleeping position.

Technical Assistance

591-1-1-.30(1)(a)2 - Please ensure that the portable crib has a mattress that is firm, tight-fitting without gaps, at least 2 inches thick and covered with a waterproof, washable material

Correction Deadline: 4/11/2023

Technical Assistance

591-1-1-.30(1)(a)3 - Please ensure that the sheets are tight fitting and do not create large folds.

Correction Deadline: 4/11/2023

Staff Records

Comment

Criminal record checks were observed to be complete.

Comment

Director provided eight file(s) for employees hired since last visit.

Technical Assistance

591-1-1-.09(1)(l)2. - Please ensure that Background Checks are ported before staff is in the classroom.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records that the Director had a CPR/First Aid training that expired in October 2022.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 5/11/2023

591-1-1-.33 Staff Training**Not Met****Correction Deadline: 10/21/2022****Corrected on 4/11/2023**

.33(4) - Previous citation corrected on this date as evidence of four hour Nutrition training was observed for the Director.

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that five staff did not have valid evidence of 10 clock hours of annual training for 2022 as required by the Department.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2023**Recited on 4/11/2023**

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)**Technical Assistance****Comment**

Center observed to maintain appropriate staff:child ratios.

Technical Assistance

591-1-1-.32(7) - Discussed supervision on the Playground and using a checklist at all times.

Correction Deadline: 4/11/2023