



**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:** 7/10/2023 **VisitType:** Monitoring Visit **Arrival:** 10:40 AM **Departure:** 4:30 PM

**CCLC-23214**

**Ivy League Academy**

1607 Peachtree Pkwy Cumming, GA 30041 Forsyth County  
 CCLC-23214 hemalsu@yahoo.com

**Lead Consultant**

Tamra Thomas

Phone: (770) 405-7962

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tamra.thomas@decal.ga.gov

Joint with: Brittany Sawyers

**Mailing Address**  
 Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
07/10/2023	Monitoring Visit	Good Standing	
06/08/2023	TA Follow Up	Good Standing	
05/10/2023	TA Follow Up	Good Standing	
			<b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.
			<b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.
			<b>Deficient</b> - 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
Building 1	1L		0	0	C	32	C	NA	NA	
Building 1	1R	Two Year Olds	2	15	C	21	C	NA	NA	Nap
Building 1	2L Back	Three Year Olds and Four Year Olds	3	13	C	25	C	NA	NA	Nap
Building 1	2L Front	Five Year Olds	1	13	C	29	C	NA	NA	Lunch
Building 1	2R	One Year Olds	1	4	C	23	C	NA	NA	Nap
Building 1	3L	Three Year Olds and Four Year Olds	3	13	C	27	C	NA	NA	Nap
Building 1	4L	Five Year Olds and Six Year Olds and Over	1	9	C	27	C	NA	NA	Nap,Free Play
Building 1	Infant Room Front Right	Infants	2	3	C	9	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 193					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 70					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Right Side	58	C

**Comments**

The purpose of the visit was to conduct a Monitoring Visit on this date. The provider was emailed a revised Summary after revisions were made to the report.

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](http://www.decalkoala.com) with the user id 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 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Hemal Subbarao, Program Official	Date
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Brittany Sawyers, Regional Consultant	Date
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Tamra Thomas, Lead 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-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(7)(a) The consultants discussed with the provider to ensure that the infant classroom front right provides an hour of outdoor time weather permitting each day. The provider will ensure that the posted daily schedules reflect the required amount of outdoor time in each classroom.

Correction Deadline: 7/10/2023

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

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

591-1-1-.12(4) - The consultants observed a printer sitting on top of a cubby and three boxes of nap mats stored on top of a table in the 1L classroom, which was not in use on this date. The provider will ensure that all equipment of weight and mass are not stored unsecured that can pose a hazard to the children.

Correction Deadline: 7/10/2023

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.

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation the following hazardous items were observed to be accessible to the children:

- Classroom 1L - A gallon of glue was sitting on the hand washing sink, a mop was stored next to the sink and an unused white extension cord was stored on the floor.
- Classroom 1R - restroom had a vacuum and a mop stored.
- Classroom 2L Front - a Kate Spade black purse was sitting on top of the cubby, the teacher desk drawer had a box of safety pens, push pins, four boxes of zip loc bags and a bottle of white out in an unlocked drawer.
- Classroom 2L Back - a black purse was in the cubby, exposed vacuum cord, external creams and bug repellent was sitting on top of the cubby.
- Classroom 4L - a bottle of eye drops that said "Keep out of reach of children" was sitting on the computer desk.
- Hallway storage closet was unlocked and had two box of laundry detergent sitting on top of the washing machine.

**POI (Plan of Improvement)**

The center will train staff to identify all hazardous items and keep them in a locked area inaccessible to children. The provider will review DECAL indicator manual to ensure that example of hazards are reviewed to train staff.

**Correction Deadline: 7/11/2023**

**Recited on 7/10/2023**

**Correction Deadline: 9/29/2022**

**Corrected on 7/10/2023**

**.25(17) - The consultants observed the ivy vines were cut back on this date.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the following areas were in need of repair:

- Classroom 2L Front - two ceiling tiles were stained
- Classroom 3L restroom ceiling light fixture was missing a shield.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 7/21/2023**

**Recited on 7/10/2023**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the green fence and fence gate that separates the toddler playground had chipped paint and rust on this date.

**POI (Plan of Improvement)**

The center will routinely check the fence to determine if it is in good repair and will repair any hazards. The center will train staff to identify and report any fence hazards and to keep the fence gates closed when not in use. The center will ensure to repair the chipped paint and rust throughout the fence.

**Correction Deadline: 7/21/2023**

**Recited on 7/10/2023**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation the concrete play surface had green peeling paint throughout on this date.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 7/28/2023**

**Food Service****591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

591-1-1-.15(4) - The consultants discussed with the provider to ensure that staff is trained on the use of high chair safety straps to meet the manufacturer requirements. The consultants did not observe any children in the high chairs this date, but classroom 1R staff said that the children were placed in the high chair at times without the use of the over the shoulder strap.

**Correction Deadline: 7/10/2023**

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Technical Assistance****Technical Assistance**

591-1-1-.10(8) - The consultants observed a staff member who was assigned to the infant classroom during the morning hours to then be assigned to kitchen duties. The provider will ensure that any staff assigned to diapering classrooms are not simultaneously responsible for kitchen task.

**Correction Deadline: 7/10/2023**

**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

591-1-1-.17(8) - The consultants discussed with a staff member in the Infant Classroom to ensure that their hands are washed before beginning diapering duties. The consultants observed all other classrooms responsible for diapering to comply with all diapering rules.

**Correction Deadline: 7/10/2023**

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

The consultants observed four children files with external preparation forms to be completed. The provider said that medication had not been dispensed since the last visit.

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

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

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

591-1-1-.30(1)(b)2 - The consultants discussed with the provider to ensure that the nap mats are labeled for individual use.

**Correction Deadline: 7/10/2023****Technical Assistance**

591-1-1-.30(1)(d) - The consultants discussed with the provider to ensure that mats are arranged to ensure that the children can be properly supervised at all times.

**Correction Deadline: 7/10/2023**

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of staff records that an employee hired July 10, 2023, and who was working with children did not have the required background check on file this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

**Correction Deadline: 7/18/2023**

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**591-1-1-.24 Personnel Records****Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on a review of staff records that a staff member hired May 31, 2023, and a staff member hired July 10, 2023, did not have the required applications on file.

**POI (Plan of Improvement)**

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

**Correction Deadline: 7/12/2023**

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**591-1-1-.33 Staff Training****Not Met**

**Finding**

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on a review of staff records that a staff member hired May 31, 2023, and a staff member hired July 10, 2023, did not have the initial orientation on file before assignment of task.

**POI (Plan of Improvement)**

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

**Correction Deadline: 7/11/2023**

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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)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.32(7) - The consultants discussed with the provider to ensure that a supervision plan is in place for classroom 2L Back to ensure that proper supervision is always in place when a child has to be escorted to the restroom located in classroom 2L front. The consultants also discussed with the provider to ensure that classroom 2R has an additional staff member present during diapering, given the diapering table faces the wall. The consultants discussed with the provider that placing the children in high chairs during diapering does not serve as adequate supervision. The provider will submit supervision plans for classroom 2L back for supervision to the restrooms and classroom 2R for diapering.

**Correction Deadline: 7/10/2023**