



**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:** 1/25/2022 **VisitType:** Licensing Study

**Arrival:** 9:45 AM

**Departure:** 11:15 AM

**CCLC-4132**

**CHILDREN'S ACADEMY OF NORTHLAKE**

2041 HAROBI DRIVE Tucker, GA 30084 DeKalb County  
(404) 325-3683 caon.Isoedarto@gmail.com

**Regional Consultant**

Roslyn Williams

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roslyn.williams@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.  <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.
01/25/2022	Licensing Study	Good Standing	
09/30/2021	Complaint Closure	Good Standing	
08/20/2021	Complaint Investigation 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	Infants	3	7	C	11	C	NA	NA	Feeding,Nap,Floor Play
Main	B		0	0	C	16	C	NA	NA	Not In Use
Main	C	One Year Olds	3	15	C	21	C	NA	NA	Snack,Free Play
Main	D	Two Year Olds	4	12	C	22	C	NA	NA	Snack,Transitioning
Main	E	Three Year Olds	2	16	C	22	C	31	C	Transitioning,Snack
Main	F	Four Year Olds	2	12	C	27	C	38	C	Snack,Transitioning
Main	G	Four Year Olds	1	1	C	58	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 177

Total Capacity @25 sq. ft.: 197

Total # Children this Date: 63

Total Capacity @35 sq. ft.: 177

Total Capacity @25 sq. ft.: 197

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant	3	C
Main	Preschool/SA	342	C
Main	Toddler	32	C


**Comments**

An Administrative Review was conducted on February 3, 2022 . Staff files, children’s files, training, and background checks were all reviewed.

The Consultant completed the exit conference by phone and a copy of licensing study visit report was electronically emailed to the Program.



Plan of Improvement: Developed This Date 01/25/2022

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.state.ga.us/CCS/Regulations.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.state.ga.us/>  
 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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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)

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Laurentia Soedarto, Program Official

Date

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Roslyn Williams, Consultant

Date



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### Findings Report

**Date:** 1/25/2022    **VisitType:** Licensing Study    **Arrival:** 9:45 AM    **Departure:** 11:15 AM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1-.03(1) - Please ensure that a current lesson plan is available for review at all times.

**Correction Deadline: 1/25/2022**

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

**Not Met**

**Finding**

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that in the three-year-old room, the handle and the stove burners were missing from the sink/stove combo in the dramatic play area.

**POI (Plan of Improvement)**

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

**Correction Deadline: 1/31/2022**

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

**Met**

**Comment**

Center does not provide swimming activities.

**Facility**

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**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the exhaust fan was not working in the girl's bathroom located in the four-year-old room.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

**Correction Deadline: 2/24/2022**

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****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 that a bottle of Swifer Wet Jet cleaner was accessible to children in the one-year-old bathroom. It was further determined that a teacher's black purse was accessible to children in an unlocked closet and a roll of plastic garbage bags were accessible to children in an unlocked cabinet in the four-year-old room.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 1/25/2022****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 overhead light was not working in the one-year-old room. It was further determined that peeling paint was accessible to children on the right door in the four-year-old room.

**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: 1/25/2022****Technical Assistance**

591-1-1-.25(7) - Please ensure that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas.

**Correction Deadline: 1/25/2022**

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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 fence near the back of the playground was broken due to a large tree that had fallen and was laying on the fence.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, 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.

**Correction Deadline: 2/4/2022**

**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 that a large tree had fallen onto the back area of the playground.

**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: 2/11/2022**

**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)** **N/A**

**Comment**

No medication dispensed.

**Policies and Procedures**

**591-1-1-.29 Required Reporting** **Met**

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

**Corrected on 1/25/2022**

**.29(3) - The previous citation was corrected.**

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**591-1-1-.13 Field Trips(CR)** **Not Evaluated**

**Comment**

Center does not participate in field trips at this time.

**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located was not documented on all emergency medical records submitted.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 1/26/2022**

**Sleeping & Resting Equipment**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Records Reviewed: 22**

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

Staff # 1	Met
Date of Hire: 02/05/2020	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 02/17/2020	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 07/20/2015	
Staff # 6	Met
Date of Hire: 07/22/2015	
Staff # 7	Met
Date of Hire: 03/25/2021	
Staff # 8	Met
Date of Hire: 07/17/2018	
Staff # 9	Met
Date of Hire: 06/07/2021	

**Records Reviewed: 22**

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

Staff # 10	Met
Staff # 11	Met
Staff # 12 Date of Hire: 06/07/2021	Met
Staff # 13	Met
Staff # 14 Date of Hire: 02/10/2020	Met
Staff # 15 Date of Hire: 03/05/2018 <u>"Missing/Incomplete Components"</u> .24(1)-Education Experience Missing	Not Met
Staff # 16 Date of Hire: 05/10/2021	Met
Staff # 17	Met
Staff # 18 Date of Hire: 04/13/2015	Met
Staff # 19 Date of Hire: 03/02/2020	Met
Staff # 20	Met
Staff # 21 Date of Hire: 01/02/2003	Met
Staff # 22	Met

**Staff Credentials Reviewed: 2**

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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-.14 First Aid & CPR** **Met**

**Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

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**591-1-1-.33 Staff Training** **Technical Assistance**

**Technical Assistance**

591-1-1-.33(4) - Training requirements were discussed with the Director.



**Correction Deadline: 2/24/2022**

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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)**

**Not Met**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation that a four-year-old child left the supervised area without an adult.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 1/25/2022**