



**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:** 5/8/2023    **VisitType:** Monitoring Visit    **Arrival:** 10:00 AM    **Departure:** 2:00 PM

**CCLC-52256**

**St. Martins Explorers**

3110 Ashford Dunwoody Road Northeast Suite A Brookhaven, GA  
 30319 DeKalb County  
 (404) 228-0729 mwalker@smartinschool.org

**Region Consultant**

Roslyn Williams

Phone: (770) 357-7020  
 Fax: (770) 357-7019  
 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.
05/08/2023	Monitoring Visit	Support	
11/17/2022	Licensing Study	Good Standing	
05/26/2022	Licensing Study	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-# 104-Infants	Infants	3	7	C	10	C	NA	NA	Lunch, Transitioning
Main	B- #101-1's	One Year Olds	2	11	C	15	C	NA	NA	Transitioning
Main	C- #100-1's	One Year Olds	2	12	C	18	C	NA	NA	Transitioning
Main	E-#120- 4's & Up	Four Year Olds	2	15	C	22	C	NA	NA	Transitioning
Main	F-#118-4's & Up	Four Year Olds	2	17	C	22	C	NA	NA	Outside
Main	G-#110-Pre-K	Four Year Olds	2	14	C	22	C	NA	NA	Transitioning
Main	I- #226-3's & Up	Three Year Olds	2	15	C	20	C	NA	NA	Transitioning
Main	J-#224-3's	Three Year Olds	2	11	C	20	C	NA	NA	Transitioning
Main	K-#217-3's	Three Year Olds	1	11	C	20	C	NA	NA	Transitioning
Main	L-#215-2's	Two Year Olds	2	10	C	16	C	NA	NA	Transitioning
Main	M-#213-2's	Two Year Olds	2	11	C	15	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 200					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 134			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A- 2's & Up	47	C
Main	Playground B - 2 and up	45	C

**Comments**

Visit completed.

Plan of Improvement: To Be Submitted 05/22/2023

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](http://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 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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Morries Walker, Program Official

Date

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Roslyn Williams, 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**

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

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 3**

**Records with Missing/Incomplete Components: 3**

Child # 1

Not Met

"Missing/Incomplete Components"

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

Child # 2

Not Met

"Missing/Incomplete Components"

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

Child # 3

Not Met

"Missing/Incomplete Components"

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

**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 review of records that the Center did not have evidence of work addresses for parents documented in three of three records reviewed.

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**Correction Deadline: 5/12/2023**

**Recited on 5/8/2023**

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<b>Facility</b>
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**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)**

**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 the following items were stored accessible to children:

- Room 100- diaper rash cream in a child's book bag
- Room 101- baby wipes in a child's book bag
- Room 110- hand sanitizer and shaving cream in an unlocked drawer/cabinet
- Room 118- teacher's purse near desk
- Room 120- hand sanitizer on a desk
- Room 215- hand sanitizer on a desk and teacher's purse on a chair
- Room 224- hand sanitizer on a table
- Room 226- hand sanitizer on a desk and white out in an unlocked drawer.

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**Correction Deadline: 5/8/2023**

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

**Comment**

Playground observed to be clean and in good repair.

**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) N/A

**Comment**

The Provider currently does not dispense/administer medication.

**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**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Staff Records**

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 review of records that staff persons #22 who worked in Room 104 and #27 who worked in Room 103 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. A one day letter was left.

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**Correction Deadline: 5/8/2023**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that staff person #22 who worked in Room 104 and staff #27 who worked in Room 104 did not have evidence of a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center. A one day letter was left.

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**Correction Deadline: 5/8/2023**

**Recited on 5/8/2023**

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**Correction Deadline: 11/17/2022**

**Corrected on 5/8/2023**

.09(1)(j) - The previous citation was corrected. The consultant observed a current satisfactory comprehensive background check on file.

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591-1-1-.33 Staff Training

**Met**

**Correction Deadline: 12/30/2022**

**Corrected on 5/8/2023**

.33(4) - The previous citation was corrected. The consultant observed evidence of food service training for the Director.

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591-1-1-.31 Staff(CR)

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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)****Met****Comment**

Adequate supervision observed on this date.