



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: 1/5/2017 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 3:00 PM

CCLC-39177

Shannon Academy

355 FREEMAN ROAD Forsyth, GA 31029 Monroe County
 (478) 994-6639 tshannon12@yahoo.com

Regional Consultant

Ashley Cunningham
 Phone: (866) 374-9389
 Fax: (866) 375-0880
 Ashley.Cunningham@dec.al.ga.gov

Mailing Address

P. O. BOX 5673
 FORSYTH, GA 31029

Compliance Zone Designation			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.
01/05/2017	Licensing Study	Good Standing	
09/20/2016	Monitoring Visit	Good Standing	
03/01/2016	Monitoring Visit	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	Entrance	Three Year Olds and Four Year Olds and Five Year Olds	2	10	C	10	C	15	C	Nap
Main	Small upper		0	0	C	6	C	9	C	Not In Use
Total Capacity @35 sq. ft.: 16						Total Capacity @25 sq. ft.: 24				
Total # Children this Date: 10			Total Capacity @35 sq. ft.: 16			Total Capacity @25 sq. ft.: 24				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: Developed This Date 01/05/2017

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).

	<p>Reminder: All employees of child care programs must be fingerprinted before January 1, 2017. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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@decal.ga.gov.

- 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://decal.ga.gov/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)

Tina Shannon, Program Official

Date

Ashley Cunningham, Consultant

Date



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Findings Report

Date: 1/5/2017 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 3:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Correction Deadline: 9/20/2016

Corrected on 1/5/2017

.12(2)(d) - Previous citation corrected in that a bungee cord was added to anchor the tank.

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

Comment

No Swimming Activities Provided

Children's Records

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

Comment

Observed-Five Records Complete/Well Organized

591-1-1-.23 Parental Authorization **Met**

Comment

Parent Authorizations Obtained/Completed

Facility

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

Comment

Licensed Capacity Routinely Met

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

Observation-Center Clean/Well Maintained

CommentObservation-No Hazards Accessible

591-1-1-.26 Playgrounds(CR)**Not Met****Correction Deadline: 9/30/2016****Corrected on 1/5/2017****.26(6) - Previous citation corrected. Center is currently not using the swing. Consultant observed the swing be wrapped up.****Finding**

591-1-1-.26(7) requires that climbing and swinging equipment be anchored and have a resilient surface beneath the equipment. The fall-zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on the consultant observation that the mulch on the play set was measuring at approximately 2-4 inches deep when 6 inches was needed.

POI (Plan of Improvement)

The Center will develop and/or follow a plan for routine inspections of the resilient surface and for replacing when needed.

Correction Deadline: 2/3/2017**Correction Deadline: 9/20/2016****Corrected on 1/5/2017****.26(8) - Previous citation corrected.**

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**N/A****Comment**No diapered children enrolled.

591-1-1-.17 Hygiene(CR)**Met****Comment**Discussed Proper Hand Washing

591-1-1-.20 Medications(CR)**N/A****Comment**

591-1-1-.20 - Per the director, medication is not dispensed.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on the consultant observation that there were no drills documented for November and December of 2016.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 1/10/2017

Safety

591-1-1-.05 Animals **Met**

Comment

Animals Clean/Appropriately Caged

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

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR) **N/A**

Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR) **Not Met**

Comment

Vehicle had fire extinguisher and first aid kit

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of transportation records that the center had expired annual vehicle safety inspection on file.

POI (Plan of Improvement)

The center will obtain the annual vehicle inspection.

Correction Deadline: 1/10/2017

Finding

591-1-1-.36(5)(b) requires either the driver or another Staff person present on the vehicle to have current evidence of cardiopulmonary resuscitation (CPR) and first aid. It was determined based on the consultant review of staff files that the driver did not have evidence of renewed first aid/CPR.

POI (Plan of Improvement)

The center will ensure that a person is present on the vehicle with current CPR and first aid training as required.

Correction Deadline: 1/9/2017

Sleeping & Resting Equipment

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

Comment

Observed a pleasant naptime environment with children sleeping on compliant mats.

The center does not care for infants.

Staff Records

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

Criminal Records Check complete

Correction Deadline: 9/20/2016**Corrected on 1/5/2017****.09(1)(h) - Previous citation corrected**

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

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on the consultant review of staff files that there was not evidence of renewed training for the staff.

POI (Plan of Improvement)

The center director will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 2/4/2017

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

591-1-1-.33(5) requires ten clock hours of annual training for supervisory and caregiver Staff, except for independent contractors, Students-in-Training and volunteers, in the subjects of early childhood education, child development or subjects related to the position. It was determined based on the consultant review of staff files that two staff had not completed their training for 2016.

POI (Plan of Improvement)

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

Correction Deadline: 2/4/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

Observed-Appropriate Staff:Child Ratios

591-1-1-.32 Supervision(CR)**Met****Comment**

Observed-Adequate Supervision