



**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:** 7/25/2019    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 12:00 PM    **Departure:** 6:30 PM

**CCLC-16513**

**Foundation Academy**

120 Commerce Parkway Cornelia, GA 30531 Habersham County  
 (706) 894-1529 foundationsacademy@windstream.net

**Regional Consultant**

Monique Chambers

Phone: (770) 357-7006

Fax: (770) 357-7005

monique.chambers@decals.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
07/25/2019	Complaint Investigation Follow Up	Good Standing
06/06/2019	Licensing Study	Good Standing
11/14/2018	Monitoring Visit	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	A-1L 2 year olds	One Year Olds	2	5	C	14	C	NA	NA	Free Play
Main	B-2L Pre-K	Six Year Olds and Over	2	12	C	24	C	NA	NA	Free Play
Main	C-3L Pre-K		0	0	C	25	C	NA	NA	
Main	D-4L 3 year olds	Four Year Olds	1	10	C	23	C	NA	NA	Free Play
Main	E-1R S/A	Six Year Olds and Over	1	11	C	23	C	NA	NA	Free Play
Main	F-2R front	Four Year Olds	1	7	C	22	C	NA	NA	Transitioning
Main	G-2R back	Three Year Olds	1	8	C	11	C	NA	NA	Snack
Main	H-3R Infants	One Year Olds and Two Year Olds	2	6	C	16	C	NA	NA	Centers
Main	I-3R back 1 year olds	One Year Olds	2	6	C	16	C	NA	NA	Free Play
Main	J- 4R front	Two Year Olds	2	11	C	18	C	NA	NA	Free Play
Main	K-4R 2 years	Four Year Olds	1	10	C	16	C	NA	NA	TV
Total Capacity @35 sq. ft.: 200						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Centers Request		
Total # Children this Date: 86			Total Capacity @35 sq. ft.: 200			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground D-4 years-schoolage	53	C
Main	Playground-A infants	19	C
Main	Playground-B Toddler	31	C

Main	Playground-C 4years-Schoolage	0	C
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**Comments**

The purpose of this visit was to conduct an investigation and follow-up visit. There were no rule violations found associated with the follow-up. Director provided one file for employees hired since last visit.

Plan of Improvement: To Be Submitted 10/22/2019

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.decal.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), e-mail the following information to [CCSRefutations@decal.ga.gov](mailto: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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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)

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Sthar Trotman, Program Official

Date

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Monique Chambers, Consultant

Date



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### Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

<b>Facility</b>
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591-1-1-.25 Physical Plant - Safe Environment(CR) Met

Correction Deadline: 6/6/2019

Corrected on 7/25/2019

.25(3) - Previous citation corrected in that no holes were observed in the boys bathroom on this date.

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

Correction Deadline: 6/6/2019

Corrected on 7/25/2019

.26(9) - Previous citation observed corrected on this date.

<b>Health and Hygiene</b>
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591-1-1-.17 Hygiene(CR) Met

Correction Deadline: 6/6/2019

Corrected on 7/25/2019

.17(7) - Previous citation corrected in that handwashing was observed for all children following their diaper changes on this date.

<b>Staff Records</b>
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**Records Reviewed: 21**

**Records with Missing/Incomplete Components: 0**

Staff # 1 Met  
Date of Hire: 08/04/2008

Staff # 2 Met

Staff # 3 Date of Hire: 03/31/2017	Met
Staff # 4	Met
Staff # 5 Date of Hire: 08/20/2018	Met
Staff # 6 Date of Hire: 03/04/2019	Met
Staff # 7 Date of Hire: 08/28/2008	Met
Staff # 8	Met
Staff # 9 Date of Hire: 05/31/2019	Met
Staff # 10 Date of Hire: 10/18/2018	Met
Staff # 11 Date of Hire: 02/20/2018	Met
Staff # 12 Date of Hire: 01/06/2017	Met
Staff # 13 Date of Hire: 07/24/2018	Met
Staff # 14 Date of Hire: 01/04/2017	Met
Staff # 15 Date of Hire: 09/16/2008	Met
Staff # 16	Met
Staff # 17	Met
Staff # 18 Date of Hire: 06/04/2013	Met
Staff # 19 Date of Hire: 02/11/2016	Met

Staff # 20

Met

Date of Hire: 08/10/2018

Staff # 21

Met

Date of Hire: 05/09/2019

**Staff Credentials Reviewed: 8**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**

**Not Met**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on consultant's review of records that two employee determination letters were not electronically ported.

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**Correction Deadline: 7/25/2019**

**Finding**

591-1-1-.09(1)(l)2. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee when there has been a lapse of employment from the child care industry that lasted for 180 calendar days (6 months) or longer. It was determined that one college student employee who had a break in service for more than 180 calendar days was present without a new comprehensive records check determination.

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**Correction Deadline: 7/25/2019**