



**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: 6/25/2019 **VisitType:** Licensing Study **Arrival:** 9:05 AM **Departure:** 12:50 PM

CCLC-17210

Oglethorpe Children's Academy, LLC

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Regional Consultant

Bridget Johnson

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Mailing Address

P.O. Box 188
Lexington, GA 30648

Quality Rated: ★ ★

Compliance Zone Designation		
06/25/2019	Licensing Study	Good Standing
10/04/2018	Monitoring Visit	Good Standing
03/07/2018	Licensing Study	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-one's(1R)	PreK	1	8	C	18	C	NA	NA	Transitioning
Main	B-Infants(2R)	Infants and One Year Olds	1	6	C	17	C	NA	NA	Floor Play, Diapering
Main	C-Pre-K(3R)	PreK	2	12	C	22	C	NA	NA	Outside
Main	D-After school(4R)	Six Year Olds and Over	1	19	C	19	C	27	C	Transitioning
Main	E-Jr Two's (5R)	One Year Olds and Two Year Olds	2	9	C	20	C	NA	NA	Art
Main	F= Sr. Two's(6R)	Three Year Olds and Four Year Olds	1	11	C	20	C	NA	NA	Transitioning
Main	G Three's(3L)	Two Year Olds and Three Year Olds	1	10	C	20	C	NA	NA	Outside
Main	H-(2L)	PreK	2	14	C	22	C	31	C	Outside
Main	I Pre-K(1L)	Three Year Olds and Four Year Olds	2	10	C	22	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 168						Total Capacity @25 sq. ft.: 168		Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 99			Total Capacity @35 sq. ft.: 168			Total Capacity @25 sq. ft.: 168		Building @25 capacity limited by Heath Department Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant	33	C
Main	Preschool	88	C
Main	School Age	136	C

Comments

06/25/2019: The purpose of this visit was to conduct a licensing study.

Plan of Improvement: Developed This Date 06/25/2019

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.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

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.

- 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)



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

Satilla Mathews, Program Official

Date

Bridget Johnson, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

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: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Met

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition

Met

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)

Met

Comment

Proper diapering procedures observed.

591-1-1-.17 Hygiene(CR)

Met

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)

Met

Comment

Documentation for medication dispensing observed complete.

Safety

591-1-1-.05 Animals **N/A**

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

591-1-1-.13 Field Trips(CR) **Met**

Comment

Field trip documentation observed to be complete.

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

Comment

Center does not provide routine transportation.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 34

Records with Missing/Incomplete Components: 3

Staff # 1 Met

Date of Hire: 06/10/2019

Staff # 2 Met

Date of Hire: 12/12/2018

Staff # 3 Not Met

Date of Hire: 03/11/2019

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 4 Met

Date of Hire: 06/13/2019

Staff # 5 Met

Date of Hire: 05/28/2019

Staff # 6 Met

Date of Hire: 06/05/2006

Staff # 7 Date of Hire: 05/16/2019	Met
Staff # 8 Date of Hire: 01/22/2019	Met
Staff # 9 Date of Hire: 06/03/2019	Met
Staff # 10 Date of Hire: 11/13/2018	Met
Staff # 11 Date of Hire: 10/01/2018	Met
Staff # 12 Date of Hire: 10/29/2018	Met
Staff # 13 Date of Hire: 06/05/2006	Met
Staff # 14 Date of Hire: 07/31/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 15 Date of Hire: 06/14/2006	Met
Staff # 16 Date of Hire: 09/18/2017	Met
Staff # 17 Date of Hire: 03/04/2019	Met
Staff # 18 Date of Hire: 01/25/2016	Met
Staff # 19 Date of Hire: 11/06/2017	Met
Staff # 20 Date of Hire: 05/01/2017	Met
Staff # 21	Met

Records Reviewed: 34**Records with Missing/Incomplete Components: 3**

Date of Hire: 02/18/2019

Staff # 22 Met

Date of Hire: 08/02/2010

Staff # 23 Met

Date of Hire: 02/19/2018

Staff # 24 Met

Date of Hire: 01/02/2018

Staff # 25 Met

Date of Hire: 06/14/2006

Staff # 26 Met

Date of Hire: 05/17/2017

Staff # 27 Met

Date of Hire: 01/06/2017

Staff # 28 Met

Date of Hire: 08/13/2018

Staff # 29 Met

Date of Hire: 10/01/2013

Staff # 30 Met

Date of Hire: 11/14/2018

Staff # 31 Met

Date of Hire: 05/10/2018

Staff # 32 Met

Date of Hire: 02/06/2019

Staff # 33 Not Met

Date of Hire: 05/26/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 34 Met

Date of Hire: 01/16/2018

Staff Credentials Reviewed: 34

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

Criminal record checks were observed to be complete and satisfactory on this date.

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

Finding

591-1-1-.14(1)(a) requires, in a Center that provides transportation, that the driver present on the vehicle have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals or trainers and which dealt with the provision of emergency care to infants and children. It was determined based on a review of records that the driver did not have current training in CPR and First Aid.

POI (Plan of Improvement)

The Center will verify proof of CPR/1st aid training and schedule Staff so that there is always a staff person on the vehicle with this training.

Correction Deadline: 6/25/2019

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

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on a review of records that one staff member had not completed the required health and safety training and had been employed at the center for more than 90 days.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

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

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that one staff member had not completed all of the required 10 hours of annual training for 2018.

POI (Plan of Improvement)

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

Correction Deadline: 7/25/2019

591-1-1-.31 Staff(CR)**Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs.