



**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:** 10/13/2020 **VisitType:** Licensing Study

**Arrival:** 9:30 AM

**Departure:** 1:30 PM

**CCLC-17210**

**Oglethorpe Children's Academy, LLC**

1 Callaway Dr. Crawford, GA 30630 Oglethorpe County  
 (706) 743-7400 mmcgee.oa@gmail.com

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@decal.ga.gov

**Mailing Address**

P.O. Box 188  
 Lexington, GA 30648

**Quality Rated:** ★ ★

<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.
10/13/2020	Licensing Study	Good Standing	
03/04/2020	Complaint Closure	Good Standing	
01/27/2020	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-one's(1R)	One Year Olds	2	5	C	18	C	NA	NA	Floor Play,Free Play
Main	B-Infants(2R)	Infants	2	6	C	17	C	NA	NA	Free Play,Floor Play
Main	C-Pre-K(3R)		0	0	C	22	C	NA	NA	
Main	D-After school(4R)		0	0	C	19	C	27	C	
Main	E-Jr Two's (5R)		0	0	C	20	C	NA	NA	Not In Use
Main	F=Sr. Two's(6R)	Three Year Olds	2	8	C	20	C	NA	NA	Outside,Transitio ning
Main	G Three's(3L)	Two Year Olds	2	6	C	20	C	NA	NA	Outside,Transitio ning
Main	H-(2L)		0	0	C	22	C	31	C	
Main	I Pre-K(1L)		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.: 168						Total Capacity @25 sq. ft.: 168		Building @35 capacity limited by Heath Department Limitations		
Total # Children this Date: 25			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**

A virtual inspection was conducted on October 13, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An Administrative Review was conducted on October 13, 2020 staff records, children's files, training and background checks were all reviewed. The program was in compliance with the Executive Order issued on September 30, 2020 was reviewed during the virtual inspection.

Plan of Improvement: No Plan Developed

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), e-mail the following information to [CCSRefutations@dec.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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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Melanee McGee, Program Official

Date

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Kelly Jones, Consultant

Date



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### Findings Report

**Date:** 10/13/2020 **VisitType:** Licensing Study

**Arrival:** 9:30 AM

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

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

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Met**

**Comment**

Center does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

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

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

**Met**

**Comment**

Records were observed to be complete and well organized.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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**

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date.

**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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper diapering procedures.

**591-1-1-.17 Hygiene(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper hand washing procedures.

**591-1-1-.20 Medications(CR)****Met****Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures****591-1-1-.21 Operational Policies & Procedures****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit. Consultant discussed with provider to ensure to maintain records as required by the department.

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**591-1-1-.22 Parental Access** **Met**

**Comment**

591-1-1-.22 - Parental access requirements are met per current COVID-19 guidelines.

**Correction Deadline: 10/13/2020**

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed all required posted notices.

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

**Correction Deadline: 1/15/2020**

**Corrected on 10/13/2020**

**.29(3) - The previous citation was observed to be corrected on this date. Consultant discussed required reporting with the director.**

**Safety**

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

**Comment**

Animals maintained clean and appropriately caged.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on this date. Staff stated knowledge of proper discipline procedures. Staff were observed to maintain a positive learning environment on this date.

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

**Comment**

Field trip documentation observed to be complete. ( last field trip 2/2020)

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

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Center does not provide routine transportation currently. Director notified consultant that the center is selling their bus.

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

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Staff # 1 Date of Hire: 08/10/2018	Met
Staff # 2 Date of Hire: 06/10/2019	Met
Staff # 3 Date of Hire: 11/06/2017	Met
Staff # 4 Date of Hire: 01/25/2016	Met
Staff # 5 Date of Hire: 10/01/2013	Met
Staff # 6 Date of Hire: 10/29/2018	Met
Staff # 7 Date of Hire: 07/22/2019	Met
Staff # 8 Date of Hire: 05/01/2017	Met
Staff # 9 Date of Hire: 08/06/2019	Met
Staff # 10 Date of Hire: 07/09/2020	Met
Staff # 11 Date of Hire: 07/31/2017	Met
Staff # 12 Date of Hire: 08/22/2024	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 13 Date of Hire: 08/02/2010	Met
Staff # 14 Date of Hire: 08/01/2020	Met
Staff # 15 Date of Hire: 05/28/2019	Met

**Records Reviewed: 28**

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

Staff # 16 Met  
Date of Hire: 08/02/2019

Staff # 17 Met  
Date of Hire: 01/06/2017

Staff # 18 Met  
Date of Hire: 05/17/2017

Staff # 19 Met  
Date of Hire: 01/01/2006

Staff # 20 Met  
Date of Hire: 01/01/2006

Staff # 21 Met  
Date of Hire: 03/04/2019

Staff # 22 Met  
Date of Hire: 06/01/2006

Staff # 23 Met  
Date of Hire: 06/05/2016

Staff # 24 Met  
Date of Hire: 08/05/2020

Staff # 25 Met  
Date of Hire: 08/06/2024

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 26 Met  
Date of Hire: 11/13/2018

Staff # 27 Met  
Date of Hire: 02/19/2018

Staff # 28 Met  
Date of Hire: 06/04/2019

**Staff Credentials Reviewed: 11**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 2 file(s) for employees hired since last visit January 27, 2020.

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**591-1-1-.14 First Aid & CPR**

**Met**

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR documentation six of six certificates reviewed.

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

**Met**

**Comment**

Documentation observed of required staff training.

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

**Met**

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date. The program is in compliance with the Executive Order issued on September 30, 2020.

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**Staffing and Supervision**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff observed to provide direct supervision and be attentive to children's needs.