



**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:** 12/4/2019    **VisitType:** Licensing Study    **Arrival:** 10:10 AM    **Departure:** 1:35 PM

**CCLC-27152**

**The Atlanta Academy**

2000 Holcomb Woods Pkwy Roswell, GA 30076 Fulton County  
(678) 461-6102 cmccord@atlantaacademy.com

**Regional Consultant**

Emma Smith

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**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.
12/04/2019	Licensing Study	Good Standing	
04/16/2019	Monitoring Visit	Good Standing	
12/18/2018	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	H- Toddler Hall-1st Right		0	0	C	57	C	NA	NA	
Main	I-Toddler Hall 3rd Right	Two Year Olds and Three Year Olds	2	9	C	18	C	NA	NA	Art,Transitioning
Main	J-Toddler Hall Behind 3rd Right	Infants	2	5	C	22	C	NA	NA	Floor Play
Main	K- Toddler Hall Crib room	Infants	1	3	C	9	C	NA	NA	Nap
Main	L - Toddler Hall Nap room on right	Infants	1	3	C	5	C	NA	NA	Nap
Main	M - Kitchen		0	0	C	6	C	NA	NA	
Main	Room 215	Five Year Olds	2	10	C	15	C	NA	NA	Story
Main	Room 217	Four Year Olds	2	8	C	14	C	NA	NA	Circle Time
Main	Room 218	Five Year Olds	1	7	C	13	C	NA	NA	Circle Time
Main	Room 219	Six Year Olds and Over	1	8	C	14	C	NA	NA	Story
Main	Room 220	Four Year Olds	2	14	C	21	C	NA	NA	Centers
Main	Room 221	Four Year Olds	2	10	C	14	C	NA	NA	Circle Time
Main	Room 222	Four Year Olds	2	12	C	23	C	NA	NA	Circle Time,Story
Total Capacity @35 sq. ft.: 231						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 89			Total Capacity @35 sq. ft.: 231			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	60	C
Main	Younger Playground	34	C

**Comments**

The purpose of this visit was to conduct a licensing study and follow up to the previous visit on April 16, 2019.

Plan of Improvement: Developed This Date 12/04/2019

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](mailto: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.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Carolyn McCord , Program Official

Date

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Emma Smith, 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.

**Comment**

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

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

**Met**

**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**

Records were observed to be complete and well organized for five children's records reviewed on this date.

<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.

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**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 there was duct tape, a hole punch, flashlight, mod podge, and push pins in Room 217, two glue guns and clorox wipes in Room 218, Advil, white out, two stapler removers, brass plated fasteners, tweezers, four staplers, and a tape dispenser located in drawers accessible to the children on this date.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 12/4/2019****Recited on 12/4/2019**

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

Playground observed to be clean and in good repair.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines. The director stated the program uses a catering service that delivers food.

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

The director stated that the school has an on site registered nurse that administers all medications.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills on this date. The last fire drill was conducted November 21, 2019 and the last tornado drill was conducted on October 25, 2019.

**Safety**

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**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**

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

591-1-1-.30 - Discussed SIDS and infant sleeping position to ensure that staff continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant.

**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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**Records Reviewed: 33****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Date of Hire: 11/04/2019	
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 10/01/2018	

Staff # 11	Met
Staff # 12	Met
Date of Hire: 08/01/2018	
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Date of Hire: 08/01/2018	
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met
Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Date of Hire: 08/01/2016	
Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Date of Hire: 09/01/2016	
Staff # 25	Met
Date of Hire: 03/01/2014	
Staff # 26	Met
Staff # 27	Met
Staff # 28	Met
Date of Hire: 08/01/2018	
Staff # 29	Met
Staff # 30	Met
Staff # 31	Met

**Records Reviewed: 33**

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

Staff # 32 Met  
Date of Hire: 08/01/2018

Staff # 33 Met  
Date of Hire: 06/01/2016

**Staff Credentials Reviewed: 6**

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met**

**Comment**

Criminal record checks were observed to be complete for all staff members on this date.

**Comment**

Director provided one file for employees hired since last visit.

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

**Comment**

Documentation observed of required staff training.

**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.