



**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:** 12/18/2018 **VisitType:** Licensing Study

**Arrival:** 9:30 AM

**Departure:** 1:30 PM

**CCLC-27152**

**The Atlanta Academy**

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

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@decal.ga.gov

**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.
12/18/2018	Licensing Study	Good Standing	
05/01/2018	Monitoring Visit	Good Standing	
01/03/2018	Incident 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	H- Toddler Hall-1st Right	Two Year Olds	3	8	C	57	C	NA	NA	Floor Play,Feeding
Main	I-Toddler Hall 3rd Right	Two Year Olds	2	13	C	18	C	NA	NA	Transitioning,Out side
Main	J-Toddler Hall Behind 3rd Right		0	0	C	22	C	NA	NA	Not In Use
Main	K- Toddler Hall Crib room	Infants	1	2	C	9	C	NA	NA	Nap
Main	L - Toddler Hall Nap room on right		0	0	C	5	C	NA	NA	Not In Use
Main	M - Kitchen		0	0	C	6	C	NA	NA	Not In Use
Main	Room 215		0	0	C	15	C	NA	NA	Not In Use
Main	Room 217	Four Year Olds	2	6	C	14	C	NA	NA	Art
Main	Room 218	Four Year Olds	2	8	C	13	C	NA	NA	Art,Free Play
Main	Room 219	Three Year Olds and Four Year Olds	2	10	C	14	C	NA	NA	Free Play,Art
Main	Room 220	Three Year Olds and Four Year Olds	2	12	C	21	C	NA	NA	Free Play
Main	Room 221	Four Year Olds	2	7	C	14	C	NA	NA	Free Play,Art
Main	Room 222	Six Year Olds and Over	1	11	C	23	C	NA	NA	Art,Centers,Free Play
Total Capacity @35 sq. ft.:			231			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 77			Total Capacity @35 sq. ft.:			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 visit and to follow up to the previous visit conducted on May 1, 2018.

Consultant provided contact information on this date.

Consultant discussed the CRC requirements on this date.

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.decgal.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@decgal.ga.gov](mailto:CCSRefutations@decgal.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://decgal.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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Carolyn McCord , Program Official

Date

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Shannon Curtis, 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)**

Met

**Comment**

Center does not provide swimming activities.

#### Facility

**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**

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.

#### Food Service

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

Met

**Comment**

Center menu meets USDA guidelines.

#### Health and Hygiene

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

**Comment**

Hand washing requirements for diapering were discussed with the director on this date.

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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 Provider currently does not dispense/administer medication. Per discussion with the staff the program has a Nurse that administers medication if needed.

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**Policies and Procedures**

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

**Comment**

Consultant observed evidence of monthly fire drills conducted as of November 16, 2018 on this date.

**Correction Deadline: 12/23/2018**

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

**Comment**

Please make sure that all required signs are posted and up to date.

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

**Comment**

Discussed reporting requirements.

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**Safety**

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

**Comment**

Center does not keep animals on premises.

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

**Comment**

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**

Center does not participate in field trips at this time.

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

**Comment**

Center does not provide routine transportation.

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**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**

Pleasant naptime environment observed.

**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.

<b>Staff Records</b>
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**Records Reviewed: 18**
**Records with Missing/Incomplete Components: 0**


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Staff # 1	Met
Date of Hire: 08/01/2018	
Staff # 2	Met
Date of Hire: 08/01/2016	
Staff # 3	Met
Date of Hire: 08/01/2018	
Staff # 4	Met
Date of Hire: 08/01/2018	
Staff # 5	Met
Date of Hire: 08/01/2014	
Staff # 6	Met
Date of Hire: 08/01/2016	
Staff # 7	Met
Date of Hire: 08/27/2018	
Staff # 8	Met
Date of Hire: 07/31/2017	
Staff # 9	Met
Date of Hire: 08/12/2013	
Staff # 10	Met
Date of Hire: 08/13/2012	
Staff # 11	Met
Date of Hire: 08/13/2012	
Staff # 12	Met
Date of Hire: 08/01/2016	
Staff # 13	Met
Date of Hire: 08/13/2013	

**Records Reviewed: 18**

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

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Staff # 14 Date of Hire: 08/01/2018	Met
Staff # 15 Date of Hire: 08/16/2016	Met
Staff # 16 Date of Hire: 10/01/2018	Met
Staff # 17 Date of Hire: 08/01/2016	Met
Staff # 18 Date of Hire: 09/01/2016	Met

**Staff Credentials Reviewed: 18**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided six file for employees hired since last visit on May 1, 2018.

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Comment**

Documentation observed of required staff training.

**Comment**

Please ensure completed orientation checklists are documented and signed.

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

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Correction Deadline: 5/1/2018**

**Corrected on 12/18/2018**

**Previous citation corrected. Consultant observed adequate supervision throughout the facility on this date.**