



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: 2/7/2018 **VisitType:** Licensing Study **Arrival:** 12:05 PM **Departure:** 2:45 PM

CCLC-35920

Heritage Kids Christian Academy

6983 Oak Ridge Commerce Way Austell, GA 30168 Cobb County
 (678) 945-1177 cgwude2000@yahoo.com

Mailing Address
 1147 lakefield walk
 Marietta, GA 30064

Regional Consultant

Alison Benson

Phone: (866) 369-6921

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alison.benson@dec.al.gov

Joint with: Tasha McDonald

Quality Rated:

Compliance Zone Designation			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.
02/07/2018	Licensing Study	Good Standing	
09/19/2017	Monitoring Visit	Good Standing	
05/24/2017	Complaint Closure	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 1st Left	Infants and One Year Olds	2	4	C	17	C	NA	NA	Nap,Feeding,Flo or Play
Main	B 2nd Left	Infants and One Year Olds	2	9	C	14	C	NA	NA	Feeding,Floor Play,Nap
Main	C 3rd Left	One Year Olds and Two Year Olds	1	5	C	15	C	NA	NA	Nap
Main	D 4th Left	Two Year Olds	1	10	C	15	C	NA	NA	Nap
Main	E 5th Left	PreK	1	18	C	22	C	NA	NA	Nap
Main	F 5th Right	PreK	2	19	C	25	C	NA	NA	Nap
Main	G 4th Right	PreK	1	18	C	23	C	NA	NA	Nap
Main	H 3rd Right	Three Year Olds and Four Year Olds	1	15	C	23	C	NA	NA	Nap
Main	I 2nd Right	Two Year Olds and Three Year Olds	1	10	C	15	C	NA	NA	Nap
Main	J 1st Right	PreK	2	20	C	25	C	NA	NA	Nap
			Total Capacity @35 sq. ft.: 194			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 128			Total Capacity @35 sq. ft.: 194			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Back PG	33	C
Main	Infant	11	C

Comments

Fingerprint letters observed for all staff.

Plan of Improvement: Developed This Date 02/07/2018

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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.

- 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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Helen Owuzo, Program Official

Date

Alison Benson, Consultant

Date

Tasha McDonald, 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: 3

Child # 1 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 2 Met

Child # 3 Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 4 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5 Met

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of children's records that one of five children's records did not include the release person's address, further, two of five children's records did not include doctor address and phone number.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 2/21/2018

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)**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 the following hazards were observed on this date:

G and H- spray bottles containing cleaning solution were hanging from a basket above the sink, in reach of children in care.

E- Two power cords were observed to be hanging, causing a potential of being pulled from the wall.

F- One wooded hook was observed to be coming detached from the way, exposing a nail.

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: 2/21/2018**Correction Deadline: 10/3/2017****Corrected on 2/7/2018****.25(3) - This citation was observed to have been repaired.**

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute.

Correction Deadline: 10/3/2017**Corrected on 2/7/2018****.26(4) - The playground was in good order on this date.**

Food Service

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

Staff stated proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Per staff, no medication is being dispensed at this time.

Safety

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

Met

Comment

A pleasant naptime was observed.

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

N/A

Comment

Center does not participate in field trips at this time.

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

N/A

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Staff stated SIDS and infant sleeping position.

Staff Records

Records Reviewed: 19

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 07/28/2017

Staff # 2

Met

Date of Hire: 02/20/2012

Staff # 3 Date of Hire: 02/27/2017	Met
Staff # 4 Date of Hire: 09/19/2016	Met
Staff # 5 Date of Hire: 11/18/2015	Met
Staff # 6 Date of Hire: 02/02/2012	Met
Staff # 7	Met
Staff # 8 Date of Hire: 03/03/2014	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11 Date of Hire: 05/31/2016	Met
Staff # 12 Date of Hire: 11/16/2017	Met
Staff # 13 Date of Hire: 06/30/2016	Met
Staff # 14 Date of Hire: 07/15/2016	Met
Staff # 15 Date of Hire: 07/18/2016	Met
Staff # 16 Date of Hire: 03/26/2014	Met
Staff # 17 Date of Hire: 11/14/2013	Met
Staff # 18 Date of Hire: 09/15/2014	Met
Staff # 19	Met

Records Reviewed: 19

Records with Missing/Incomplete Components: 0

Date of Hire: 10/13/2015

Staff Credentials Reviewed: 19

591-1-1-.09 Criminal Records Check(CR)

Met

Correction Deadline: 9/20/2017

Corrected on 2/7/2018

.09(1)(d) - Criminal records were observed to be complete.

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

Met

Comment

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

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

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

Met

Comment

Lead credentials observed.

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

Adequate supervision observed on this date.