



**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:** 8/29/2018 **VisitType:** Monitoring Visit

**Arrival:** 11:15 AM

**Departure:** 3:30 PM

**CCLC-39002**

**Carrington Academy at Kelly Mill**

4420 Kelly Mill Road Cumming, GA 30040 Forsyth County  
 (678) 455-6761 Alli.Halilovic@nclinc.com

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decal.ga.gov

**Mailing Address**

4420 Kelly Mill Road  
 Cumming, GA 30040-5050

**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.
08/29/2018	Monitoring Visit	Good Standing	
06/20/2018	POI Follow Up	Good Standing	
05/30/2018	Incident Investigation Closure	Support	

**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/ 1R	Infants and One Year Olds	2	8	C	12	C	NA	NA	Floor Play,Nap
Main	B/ 1L	Infants	2	10	C	12	C	NA	NA	Floor Play,Nap
Main	C/ 2L	One Year Olds	2	9	C	20	C	NA	NA	Lunch,Free Play,Diapering
Main	Center Court	PreK	2	22	C	25	C	NA	NA	Circle Time
Main	D/ 2R	One Year Olds	1	5	C	15	C	NA	NA	Nap
Main	E/ 3R	Two Year Olds	2	12	C	21	C	NA	NA	Nap
Main	F/ 4R ( Potty Trained Only 2's )	Two Year Olds	2	19	C	21	C	NA	NA	Nap
Main	G/ 3L	Three Year Olds	1	11	C	21	C	NA	NA	Lunch
Main	H/ 4L	Three Year Olds and Four Year Olds	2	14	C	21	C	NA	NA	Lunch,Transitioning
Main	I/ 5L	Four Year Olds and Five Year Olds	2	5	C	21	C	NA	NA	Outside
Main	J/ 6L	PreK	2	22	C	20	NC	NA	NA	Lunch
Main	K/ Back center		0	0	C	20	C	NA	NA	
Main	L/ 5R	Three Year Olds	1	12	C	21	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 250						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 149			Total Capacity @35 sq. ft.: 250			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	A/ Left side	84	C
Main	B/ Back	100	C
Main	C/ Right side	58	C
Main	Water play area	11	C

**Comments**

The purpose of the visit was to conduct a monitoring visit.

Plan of Improvement: Developed This Date 08/29/2018

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](http://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@decalfga.gov](mailto:CCSRefutations@decalfga.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://decalfga.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.decalfga.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@decalfga.gov](mailto:qualityrated@decalfga.gov)

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Alli Halilovic, Program Official

Date

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LaQuita Clark, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**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.

### 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. The director stated that mulch is being delivered on Thursday and will be redistributed as necessary.

### Food Service

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018:

-3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk

-5 Components for lunch: Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

-2 of 5 Components for snack

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

591-1-1-.10 - Hand washing requirements for diapering were discussed with the staff and director on this date.

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**591-1-1-.17 Hygiene(CR)****Not Met****Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined, based on observation, that a staff member did not wash their hands as required before and after diapering multiple children in Classroom C/2L.

**POI (Plan of Improvement)**

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

**Correction Deadline: 8/29/2018**

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

The director stated that medication has not been administered/dispensed since the previous visit.

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

**Correction Deadline: 4/24/2018**

**Corrected on 8/29/2018**

**.21(1)(a-o) - Previous citation has been corrected in that the director stated that the policies and procedures have been reviewed with all staff.**

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

Complete documentation of transportation observed. The vehicles were observed in good repair with working fire extinguishers and complete first aid kits.

## Sleeping & Resting Equipment

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

Met

**Comment**

Pleasant naptime environment observed. Staff were observed to follow safe sleep procedures.

## Staff Records

**Records Reviewed: 36**

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

Staff # 1 Met  
Date of Hire: 08/12/2008

Staff # 17 Met

Staff # 28 Met  
Date of Hire: 10/05/2015

Staff # 35 Met

**Records Reviewed: 36**

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

Staff # 2 Met  
Date of Hire: 03/28/2018

Staff # 3 Met  
Date of Hire: 04/05/2017

Staff # 4 Met  
Date of Hire: 07/27/2017

Staff # 5 Met  
Date of Hire: 03/05/2018

Staff # 6 Met  
Date of Hire: 09/26/2016

Staff # 7 Met  
Date of Hire: 08/08/2016

Staff # 8 Met  
Date of Hire: 06/15/2017

Staff # 9 Met  
Date of Hire: 06/11/2018

Staff # 10 Met  
Date of Hire: 10/22/2016

Staff # 11 Date of Hire: 09/19/2017	Met
Staff # 12 Date of Hire: 05/29/2018	Met
Staff # 13 Date of Hire: 03/07/2018	Met
Staff # 14 Date of Hire: 01/22/2018	Met
Staff # 15 Date of Hire: 10/05/2015	Met
Staff # 16 Date of Hire: 07/31/2017	Met
Staff # 18 Date of Hire: 08/01/2018	Met
Staff # 19 Date of Hire: 07/27/2017	Met
Staff # 20 Date of Hire: 12/01/2017	Met
Staff # 21 Date of Hire: 01/30/2017	Met
Staff # 22 Date of Hire: 08/20/2018	Met
Staff # 23 Date of Hire: 08/01/2017	Met
Staff # 24 Date of Hire: 05/21/2018	Met
Staff # 25 Date of Hire: 07/31/2017	Met
Staff # 26 Date of Hire: 06/11/2018	Met

**Records Reviewed: 36**

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

Staff # 27 Date of Hire: 01/21/2011	Met
Staff # 29 Date of Hire: 08/27/2018	Met
Staff # 30 Date of Hire: 07/16/2018	Met
Staff # 31 Date of Hire: 10/29/2018	Met
Staff # 32 Date of Hire: 08/07/2018	Met
Staff # 33 Date of Hire: 07/02/2018	Met
Staff # 34 Date of Hire: 01/22/2018	Met
Staff # 36 Date of Hire: 01/23/2017	Met

**Staff Credentials Reviewed: 36**

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

**Met**

**Comment**

Criminal records checks were observed to be complete. The director provided six files for staff hired since the previous visit. Comprehensive background checks were observed on file for all staff.

The consultant discussed with the director the proposed rule changes as of October 1, 2018:

- local background checks will no longer be accepted
- All staff must have at least a satisfactory determination letter on file prior to beginning work
- All staff solely responsible for children must have at least a comprehensive satisfactory background check on file
- All staff with letters from other facilities must be electronically ported under the current center

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<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.

**Comment**

Adequate supervision observed on this date.