



**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:** 11/1/2022    **VisitType:** Licensing Study    **Arrival:** 12:30 PM    **Departure:** 2:15 PM

**CCLC-39663**

**My First Academy**

2305 Old Milton Parkway Alpharetta, GA 30009 Fulton County  
 (770) 559-3152 myfirstacademy@gmail.com

**Regional Consultant**

LaToya Longshore  
 Phone: (470) 542-7388  
 Fax: (404) 478-8102  
 latoya.longshore@decal.ga.gov

**Mailing Address**  
 Same

**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.
11/01/2022	Licensing Study	Good Standing	
06/17/2022	Monitoring Visit	Good Standing	
11/30/2021	Licensing Study	Good Standing	

**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.

**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 - 1L	Infants	1	3	C	7	C	NA	NA	Diapering,Lunch, Floor Play
Main	B - 2L-Infants	Infants	2	9	C	13	C	NA	NA	Nap
Main	C - 1R		0	0	C	12	C	NA	NA	
Main	D - 2R	Two Year Olds	2	13	C	27	C	NA	NA	Nap
Main	E - 3L	Three Year Olds and Four Year Olds	2	17	C	24	C	NA	NA	Lunch,Nap,Trans itioning
					Total Capacity @35 sq. ft.: 83		Total Capacity @25 sq. ft.: 0			
Total # Children this Date: 42			Total Capacity @35 sq. ft.: 83			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	25	C

**Comments**

A Licensing Study was conducted on November 1, 2022. Staff files, Training, and Comprehensive Records Check files were reviewed.

Safe Sleep Requirements discussed with the provider.

Plan of Improvement: Developed This Date 11/01/2022

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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Maria Seijas, Program Official

Date

LaToya Longshore, Consultant

Date



**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

**Findings Report**

**Date:** 11/1/2022 **VisitType:** Licensing Study

**Arrival:** 12:30 PM

**Departure:** 2:15 PM

**CCLC-39663**

**My First Academy**

2305 Old Milton Parkway Alpharetta, GA 30009 Fulton County  
(770) 559-3152 myfirstacademy@gmail.com

**Regional Consultant**

LaToya Longshore

Phone: (470) 542-7388

Fax: (404) 478-8102

latoya.longshore@dec.al.ga.gov

**Mailing Address**

Same

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**

Playground observed to be clean and in good repair.

**Health and Hygiene**

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

**Met**

**Comment**

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

---

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

**Comment**

Please ensure soiled items are stored inaccessible to children.

---

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

**Comment**

The Provider currently does not dispense/administer medication.

---

**Safety**

---

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

**Comment**

Center does not keep animals on premises.

---

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

---

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

**Comment**

Center does not participate in field trips at this time.

---

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

**Comment**

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Not Met**

**Finding**

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on observation in the Infant classrooms, three crib sheets were observed not tight-fitted as required.

**POI (Plan of Improvement)**

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

**Correction Deadline: 11/1/2022**

---

**Staff Records**

---

**Records Reviewed: 12**

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

---

Staff # 1 Met

Date of Hire: 12/18/2017

Staff # 2 Met

Date of Hire: 11/01/2021

Staff # 3 Met

Date of Hire: 12/15/2020

Staff # 4 Met

**Records Reviewed: 12**

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

Staff # 5	Met
Staff # 6	Met
Staff # 7 Date of Hire: 03/14/2022	Met
Staff # 8 Date of Hire: 12/09/2019	Met
Staff # 9 Date of Hire: 07/30/2018	Met
Staff # 10	Met
Staff # 11 Date of Hire: 06/10/2009	Met
Staff # 12 Date of Hire: 04/14/2021	Met

**Staff Credentials Reviewed: 1**

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

**Comment**

Criminal record checks were observed to be complete.

**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.