



**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:** 1/10/2019    **VisitType:** Monitoring Visit    **Arrival:** 8:35 AM    **Departure:** 9:55 AM

**CCLC-39663**

**My First Academy**

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

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802  
Fax: (678) 891-5904  
shannon.curtis@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
01/10/2019	Monitoring Visit	Good Standing
07/18/2018	Licensing Study	Good Standing
01/19/2018	Monitoring Visit	Good Standing

**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.

**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	2	7	C	7	C	NA	NA	Feeding,Breakfast,Floor Play
Main	B - 2L-Infants	One Year Olds	2	4	C	13	C	NA	NA	Free Play
Main	C - 1R	Three Year Olds	1	5	C	12	C	NA	NA	Art,Free Play
Main	D - 2R	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	27	C	NA	NA	Circle Time
Main	E - 3L	Three Year Olds	2	4	C	24	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 83					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 33			Total Capacity @35 sq. ft.: 83			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	25	C

**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on July 18, 2018.

Consultant discussed the new CRC requirements on this date with Staff.

Plan of Improvement: Developed This Date 01/10/2019

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/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@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.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)

---

Maria Seijas, Program Official

Date

---

Shannon Curtis, 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:** 1/10/2019 **VisitType:** Monitoring Visit **Arrival:** 8:35 AM **Departure:** 9:55 AM

**CCLC-39663**

**My First Academy**

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

**Mailing Address**  
Same

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802  
Fax: (678) 891-5904  
shannon.curtis@decals.ga.gov

The following information is associated with a Monitoring Visit:

### 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**

**Correction Deadline: 7/18/2018**

**Corrected on 1/10/2019**

**Previous citation corrected. Consultant observed all hazards inaccessible to children in care 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)****Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on consultant's observations that children in care were observed to not wash hands upon entering the designated classrooms on this date.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 1/10/2019**

---

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

The program does not administer medication at this time.

**Safety**

---

**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**

---

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

Discussed SIDS and infant sleeping position.

**Staff Records**

---

**Records Reviewed: 6****Records with Missing/Incomplete Components: 0**

---

Staff # 1 Met

Date of Hire: 06/07/2017

Staff # 2 Met

Date of Hire: 04/01/2018

Staff # 3 Met

Date of Hire: 08/01/2017

Staff # 4 Met

**Records Reviewed: 6**

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

---

Date of Hire: 06/07/2017

Staff # 5

Met

Date of Hire: 10/18/2017

Staff # 6

Met

Date of Hire: 04/06/2016

---

**Staff Credentials Reviewed: 6**

---

---

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

**Met**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**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.

<b>Staffing and Supervision</b>
---------------------------------

---

**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.