



**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:** 6/20/2019    **VisitType:** Complaint Investigation Follow Up    **Arrival:** 10:20 AM    **Departure:** 2:00 PM

**CCLC-46274**

**Helen Preparatory Academy**

2057 Joe Frank Harris Parkway Cartersville, GA 30120 Bartow County  
(770) 606-9333 kbradham1@hotmail.com

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@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.
06/20/2019	Complaint Investigation Follow Up	Good Standing	
06/20/2019	Complaint Closure	Good Standing	
06/14/2019	Monitoring Visit	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 - 3 year old		0	0	C	10	C	NA	NA	Not In Use
Main	B - 3 year olds		0	0	C	17	C	NA	NA	Not In Use
Main	C- 1 year olds		0	0	C	5	C	NA	NA	Outside, Not In Use
Main	D - 2 year olds	Two Year Olds	1	9	C	14	C	NA	NA	Outside, Not In Use, Outside
Main	E - 6 wks -18 months	Infants	1	5	C	8	C	NA	NA	Outside, Free Play
Main	F- 4 and up	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	17	C	31	C	NA	NA	Free Play, Not In Use
Total Capacity @35 sq. ft.: 85						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 31						Total Capacity @35 sq. ft.: 85				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - 3 and up	81	C
Main	B -6wks - 2 yrs old	24	C

**Comments**

Plan of Improvement: Developed This Date 06/20/2019

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.al.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.

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#### 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](mailto: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.

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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.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](mailto:qualityrated@dec.al.ga.gov)

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Kathy Bradham, Program Official

Date

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Rachael Brown, Consultant

Date



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### Findings Report

**Date:** 6/20/2019 **VisitType:** Complaint Investigation **Arrival:** 10:20 AM **Departure:** 2:00 PM  
Follow Up

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The following information is associated with a Complaint Investigation Follow Up:

**Health and Hygiene**

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

Met

Correction Deadline: 6/14/2019

Corrected on 6/20/2019

Citation observed to be corrected on this date. Consultant observed diaper changing mat to be removed.

**Sleeping & Resting Equipment**

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

Not Met

Correction Deadline: 6/14/2019

Corrected on 6/20/2019

Citation observed to be corrected on this date. All cribs observed to have a tight fitting sheet.

**Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that blue and green mats used in classrooms A, B, C, and D were not two inches thick.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

Correction Deadline: 7/4/2019

Recited on 6/20/2019

Correction Deadline: 6/14/2019

**Corrected on 6/20/2019**

**Citation observed to be corrected on this date. Consultant observed sleeping children to be laying on a sheet or blanket and covered by another blanket.**

**Correction Deadline: 6/14/2019**

**Corrected on 6/20/2019**

**Citation observed to be corrected on this date. Consultant observed sleeping infants to be placed on their backs to sleep. Staff stated placing infants on their back to sleep.**

**Staff Records**

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**591-1-1-.24 Personnel Records**

**Technical Assistance**

**Technical Assistance**

Please ensure all staff keep accurate documentation of daily attendance.

**Correction Deadline: 6/27/2019**

**Staffing and Supervision**

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

**Not Met**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that school age children were unsupervised in the hallway for less than five minutes.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 6/20/2019**