



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: 10/31/2018 **VisitType:** Licensing Study

Arrival: 2:20 PM

Departure: 7:00 PM

CCLC-47715

Ambitious Minds Academy

2132 Donald Lee Hollowell Parkway #1 Atlanta, GA 30318 Fulton County
 (404) 799-7906 ambitiousmindsla@gmail.com

Mailing Address

2136 donald lee hollowell parkway
 atlanta, GA 30318

Regional Consultant

Lajuana Williams

Phone: (770) 357-7074

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lajuana.williams@decal.ga.gov

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.
10/31/2018	Licensing Study	Support	
01/09/2018	Monitoring Visit	Good Standing	
09/07/2017	Initial Licensing Study	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
Building 2	A - Infants - 18 mths	Infants and One Year Olds	1	7	NC	11	C	NA	NA	Floor Play,Nap
Building 2	B - 18 mths - 2 yrs		0	0	C	15	C	NA	NA	Not In Use
Building 2	C1 - 3 yrs - 4 yrs	Two Year Olds	1	12	NC	15	C	NA	NA	Transitioning,Snack
Building 2	C2 - 5 yrs - 13 yrs	One Year Olds	1	11	NC	12	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 68			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Building Department				
Main	A - All ages	Three Year Olds and Four Year Olds	1	8	C	14	C	NA	NA	Nap
Main	B- all ages	Three Year Olds and Four Year Olds	1	15	C	8	NC	NA	NA	Transitioning,Nap
Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0			Building @35 capacity limited by Centers Request				
Total # Children this Date: 53			Total Capacity @35 sq. ft.: 86			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Building 2	Playground	34	C
Main	All Ages	7	C

Comments

Report revised November 21, 2018
Report revised on December 5, 2018
Report revised January 18, 2019
Report revised May 29, 2019

Plan of Improvement: To Be Submitted 11/14/2018

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).



Please refer to the website, <http://www.decal.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.

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@decal.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://decal.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).

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

charlene simmons, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

Date: 10/31/2018 **VisitType:** Licensing Study **Arrival:** 2:20 PM **Departure:** 7:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(13) requires Center Staff to develop a daily schedule for each group to reflect routines and activities that is flexible but routinely followed to provide structure. The schedule must be posted in each group's room or area and made available to Parent(s) upon request. It was determined based on observation that schedules were not posted in the one year old classroom downstairs and the infant classroom.

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Correction Deadline: 10/31/2018

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation there was no lesson plan for the infant classroom.

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Correction Deadline: 10/31/2018

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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Not Met

Comment

Records were observed to be complete and well organized.

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Finding

591-1-1-.08(5) requires center staff to maintain daily attendance records for each child for the 12 preceding months that need not be filed in each child's record, and to make these records available to the Department in printed or written form upon request. It was determined base on observation that attendance had not been taken for October 31, 2018 in the preschool group.

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Correction Deadline: 10/31/2018

591-1-1-.19 License Capacity(CR)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that 15 children were care for in a space licensed for 14.

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Correction Deadline: 10/31/2018

591-1-1-.25 Physical Plant - Safe Environment(CR)

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

591-1-1-.26 Playgrounds(CR)

Not Met

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that there was no resilient surface material beneath the four slides located on the larger playground. Six inches of resilient surface material was required.

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Correction Deadline: 11/10/2018

591-1-1-.15 Food Service & Nutrition

Not Met

Comment

Please ensure that bottles are covered and fully labeled with child's full name.

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Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on observation that a feeding plan was posted for two infants in care.

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Correction Deadline: 10/31/2018

591-1-1-.18 Kitchen Operations

Not Met

Comment

Please ensure that all food items are stored in airtight containers.

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Finding

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the freezer temperature was at 30 degrees.

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Correction Deadline: 10/31/2018

Health and Hygiene

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

Not Met

Finding

591-1-1-.10(1) requires Centers first licensed after March 1, 1991, and Centers that are renovated after March 1, 1991, to provide ventilation in the diapering areas with functioning exhaust fans and a duct system or by the required amount of window space provided by operable windows when open. It was determined based on consultant's observation that a space downstairs in building 2 was used for diapering without approval. This space had not been approved for diapering as there was no exhaust fan and the windows could not be used for ventilation as they were not screened.

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Correction Deadline: 10/31/2018

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

Met

Comment

Staff stated proper knowledge. .

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

N/A

Comment

Medication was not dispensed.

Organization

591-1-1-.16 Governing Body & License

Not Met

Finding

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the center used two non diapering approved rooms downstairs in buidling 2 for one and two year old children in diapers.

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Correction Deadline: 10/31/2018

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on observation of emergency drill information that there was no fire drill conducted in September and there had not been a lock down drill conducted in the last six months.

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Correction Deadline: 11/5/2018

591-1-1-.27 Posted Notices**Not Met****Finding**

591-1-1-.27 requires each Center to post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request. It was determined based on observation that menu was not posted near the front entrance.

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Correction Deadline: 10/31/2018

	Safety
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591-1-1-.05 Animals**N/A****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)**N/A****Comment**

Center does not participate in field trips at this time.

Comment

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

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Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on observation of staff records that the training was not on file for the owner, who was also observed providing transportation.

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Correction Deadline: 11/10/2018

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on the owner's statement that the vehicle was new and had not inspected.

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Correction Deadline: 11/5/2018

Finding

591-1-1-.36(4)(f)1. requires that all transported children be secured in a child passenger restraining system or seat safety belt in accordance with current state and federal laws and regulations and according to manufacturer's directions. It was determined based on the onwer's statement regarding the number of children transported from a school that she put multiple children into one seat.

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Correction Deadline: 11/1/2018

Finding

591-1-1-.36(4)(f)2. requires that no vehicle shall exceed the manufacturer's rated seating capacity and that proof of the seating capacity is maintained on file. It was determined based on observation that the center used a mini van with five available seats for children other than the front passenger seat. It was determined based on the observation of a school transportation checklist from the week of October 29, 2018 that eight children were transported from Boyd Elementary on October 30, 2018, exceeding the vehicle's capacity.

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Correction Deadline: 11/1/2018

Finding

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on observation that children were transported from Boyd Elementary, Woodson Elementary, Usher Elementary and Kipp Strive without vehicle emergency forms.

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Correction Deadline: 11/1/2018

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on observation during PM school transportation On October 31 that loading and unloading of children from three children from Woodson Elementary and two children Boyd Elementary was not marked with a mark or symbol as the children entered or exited the vehicle, in that the driver was observed to fill out the paperwork after the children were unloaded from the vehicle and the second check had been conducted

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Correction Deadline: 11/1/2018

Finding

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on observation of transportation checklists for Boyd Elementary for the week of October 29,2018 that a first check of vehicle was not conducted on October 29, 2018 and October 30, 2018 after PM school transportation. The checklist as not signed indicating all of the children had exited the vehicle.

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Correction Deadline: 11/1/2018

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on observation of a school checklist for the week of October 29, 2018 that a second check of the vehicle was not conducted after PM school transportation from Boyd Elementary. It was observed that staff did not sign the checklist indicating a second check of the vehicle and that all children had exited the vehicle.

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Correction Deadline: 10/31/2018

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position.

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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 a staff statement that sheets were changed weekly unless soiled.

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Correction Deadline: 10/31/2018

Finding

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on observation that an infant child was laid on his stomach in a crib. Based on a staff person's verbal statement she routinely placed the children on their stomachs in the cribs.

Correction Deadline: 10/31/2018

Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 7

Staff # 1	Not Met
Date of Hire: 10/29/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-No Record,.24(1)-Evidence of Orientation Missing	
Staff # 2	Not Met
Date of Hire: 08/01/2018	
<u>"Missing/Incomplete Components"</u>	
.33(4)-Food Prep Training Missing 4 hrs.	
Staff # 3	Not Met
Date of Hire: 01/10/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 4	Not Met
Date of Hire: 02/12/2018	
<u>"Missing/Incomplete Components"</u>	
.24(1)-Evidence of Orientation Missing	
Staff # 5	Not Met
Date of Hire: 10/31/2018	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing,.24(1)-No Record	
Staff # 6	Not Met
Date of Hire: 05/30/2017	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing,.36(3)(a-b)-2 hrs. Transportation Training missing	
Staff # 7	Not Met
Date of Hire: 10/17/2016	
<u>"Missing/Incomplete Components"</u>	

.09-Criminal Records Check Missing,.24(1)-Evidence of Orientation Missing

Staff Credentials Reviewed: 7

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on the observation of staff records that one staff observed on the premises had not been fingerprinted nor submitted a records check application to the department.

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Correction Deadline: 10/31/2018

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on consultant's observation of staff records that one staff person who was observed to be present and caring for children did not have a satisfactory Comprehensive Records Check Determination on file.

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Correction Deadline: 10/31/2018

Recited on 10/31/2018

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

Met

Correction Deadline: 1/9/2018

Corrected on 10/31/2018

.09(1)(i) - Previous cite corrected.

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

Not Met

Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on observation of staff records that the owner who was also observed to provide transportation did not have evidence of the training.

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Correction Deadline: 11/30/2018

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)

Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20;and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that a ratio of 1: 12 was maintained in the two- year- old group. A ratio of 2:12 was required. A ratio of 1:11 was observed to be maintained in the one -year- old class. A ratio of 2:11 was required.

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Correction Deadline: 10/31/2018

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that and a staff statement that a ratio of 1:7 was maintained in the infant and one year old classroom. A ratio of 2:7 was required when two of the children present were observed to be under one year of age.

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Correction Deadline: 10/31/2018

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

Met

Comment

Discussed proper supervision: responding promptly, bathrooms and playgrounds.