



**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:** 11/3/2020    **VisitType:** Licensing Study    **Arrival:** 12:00 PM    **Departure:** 4:30 PM

**CCLC-48690**

**Alkin Academy**

3620 Jonesboro Rd Fairburn, GA 30213 Fulton County  
 (770) 306-1234 alkinacademy1@gmail.com

**Regional Consultant**

Michelle Smith

Phone: (404) 478-8183  
 Fax: (678) 717-5636  
 michelle.smith@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.  <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.
11/03/2020	Licensing Study	Good Standing	
03/17/2020	Complaint Closure	Good Standing	
03/04/2020	Complaint Investigation Follow Up	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	Room A - 1R - Preschol - SA	Six Year Olds and Over	1	6	C	14	C	19	C	Homework
Main	Room B - 2R - Preschool		0	0	C	12	C	NA	NA	Not In Use
Main	Room C - 3R - Preschool		0	0	C	13	C	NA	NA	Not In Use
Main	Room D - 4R - Potty-Trained - Two-year-olds		0	0	C	10	C	NA	NA	Not In Use
Main	Room E - 1L - Infant - Toddler		0	0	C	7	C	NA	NA	Not In Use
Main	Room F - 2L - Toddler 2	Two Year Olds	1	4	C	10	C	NA	NA	Floor Play
Main	Room G - 3L - Preschool		0	0	C	13	C	NA	NA	Not In Use
Main	Room H - Upstairs - Preschool		0	0	C	41	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 120						Total Capacity @25 sq. ft.: 125				
Total # Children this Date: 10			Total Capacity @35 sq. ft.: 120			Total Capacity @25 sq. ft.: 125				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	31	C
Main	Playground B	135	C

### Comments

An Administrative Review was conducted on October 26, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 3, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

Continue to adhere to Executive Order issued August 15, 2020  
New core rules were discussed during the exit conference.  
Please post Executive Order COVID-19 Stop Sign.

Plan of Improvement: No Plan Developed

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

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)

---

Michele Brown, Program Official

Date

---

Michelle Smith, 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:** 11/3/2020 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 4:30 PM

**CCLC-48690**

**Alkin Academy**

3620 Jonesboro Rd Fairburn, GA 30213 Fulton County  
(770) 306-1234 alkinacademy1@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Michelle Smith

Phone: (404) 478-8183  
Fax: (678) 717-5636  
michelle.smith@dec.al.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

A Virtual visit was conducted and the equipment and furniture was observed to be properly secured, as applicable.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property.

### Facility

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

**Met**

**Comment**

A Virtual visit was conducted and the licensed capacity was observed to be routinely met by center.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date. Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair. Discussed maintenance of resilient surface. Please fluff and redistribute.

### Health and Hygiene

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date. During the virtual walk through the diapering was discussed and the provider displayed proper knowledge of the rules and regulations. Staff state proper knowledge of diapering procedures.

---

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

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Staff were observed to remind children to wash hands.

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider medication was not dispensed.

**Safety**

---

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

Center does not keep animals on premises.

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the Director there was no routine transportation provided. Center does not provide routine transportation at this time.

**Sleeping & Resting Equipment**

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through SIDS and infant sleeping position was discussed. Bedding that can be washed may be used. Each child's bedding must be kept separate and, to the extent practicable, should be stored in individually labeled bins, cubbies, or bags.

**Staff Records**

---

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

Staff # 1

Met

Staff # 2

Met

**Records Reviewed: 6**

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

Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Date of Hire: 04/15/2002	
Staff # 6	Met

**Staff Credentials Reviewed: 1**

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

**Comment**

Consultant observed six of six Center Staff to have valid Satisfactory Comprehensive Criminal Records Check Determination letters issued by the Department as required.

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

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

**Staffing and Supervision**

**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratios were observed.

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

**Defer**

591-1-1-.32(7)- Consultant will evaluate this rule during the next regulatory on site visit.

**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: 3/17/2020**