



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: 4/4/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:15 AM **Departure:** 12:00 PM

CCLC-48923

Glenwood Scholar Academy

3850 Glenwood Rd. Decatur, GA 30032 DeKalb County
 (470) 575-7393 glenwoodsolar18@yahoo.com

Mailing Address
 Same

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

Fax: (770) 357-7051

jennifer.salies@decal.ga.gov

Joint with: Chrissy Powell

Quality Rated: ★

Compliance Zone Designation		
04/04/2018	Initial Licensing Study	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/6wks-12mths		0	0	C	4	C	NA	NA	
Main	B-2L, 1's & 2's	One Year Olds and Two Year Olds	1	4	C	17	C	NA	NA	Centers
Main	C- 1R - 3's and 4's	Three Year Olds and Four Year Olds	1	6	C	27	C	NA	NA	Centers
Main	D - downstairs/ 4 and up		0	0	C	22	C	NA	NA	

Total Capacity @35 sq. ft.: 70

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 10

Total Capacity @35 sq. ft.: 70

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A/ Front - all ages	15	C
Main	B- Back - all ages	27	C

Comments

Final License not issued on this date due to waiting on Fire Marshal approval. Facility does not carry Liability Insurance.

Plan of Improvement: Developed This Date 04/04/2018

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.

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.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.

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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

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

Kisma Foreman, Program Official _____ Date

Jennifer Salies, Consultant _____ Date

Chrissy Powell, 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: 4/4/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:15 AM **Departure:** 12:00 PM

CCLC-48923

Glenwood Scholar Academy

3850 Glenwood Rd. Decatur, GA 30032 DeKalb County
(470) 575-7393 glenwoodscholar18@yahoo.com

Mailing Address
Same

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052
Fax: (770) 357-7051
jennifer.salies@decal.ga.gov

Joint with: Chrissy Powell

The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12(4) - Consultant discussed securing a shelf in classroom D to the wall, provider stated she is removing this from the facility. The room was not in use on this date.

Correction Deadline: 4/4/2018

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 2

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 3	Met
Child # 4	Met
Child # 5	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	

591-1-1-.08 Children's Records**Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on consultant's review of children's files that two (2) of five (5) were missing the addresses of the person(s) to whom the child may be released to.

POI (Plan of Improvement)

The Director will review all children's files to ensure that they all have the required information listed.

Correction Deadline: 4/4/2018

Facility

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

The licensed capacity for the facility is 70 children.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Technical Assistance**

591-1-1-.25(13) - Please ensure cleaning supplies are stored in a locked cabinet, inaccessible to children.

Correction Deadline: 4/4/2018**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on consultant's observation that a toilet in classroom B and two (2) toilets in classroom D had protruding bolts more than (2) threads and missing the caps at the base of the toilet.

POI (Plan of Improvement)

The Center will cut the bolts down to two threads and add cover caps at the base of the toilets.

Correction Deadline: 4/4/2018**Technical Assistance**

591-1-1-.25(8) - Please ensure that outlet cap are replaced when plugs are not in use.

Correction Deadline: 4/4/2018

591-1-1-.26 Playgrounds(CR)**Not Met****Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on consultant's observation that the gate on the back right side of playground A measured three (3) feet when four (4) feet is required. Consultant also observed protruding bolts at each gate protruding more than two (2) threads. Consultant also discussed adding fencing to the right of the playground to raise the fence due to the concrete wall to prevent children from climbing over the fence.

POI (Plan of Improvement)

The Center will add a four (4) barrier to enclose the gate, cut down the bolts to two (2) thread and sand down the ends to ensure they are smooth and add fencing to raise the fence to four (4) feet.

Correction Deadline: 4/4/2018

Food Service

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

Technical Assistance

Technical Assistance

591-1-1-.15(1) - Please ensure that expired food is thrown out by expiration dates.

Correction Deadline: 4/4/2018

Health and Hygiene

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

Not Met

Finding

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on consultant's observation that the surface of the diaper changing table in classroom B was porous.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface.

Correction Deadline: 4/4/2018

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

Discussed proper medication documentation and procedures with Director/Owner during phone conference and on this date.

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. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hour transportation training prior to transporting children.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position. Four (4) of four (4) cribs were present meeting CPSC guidelines as they were manufactured in 2012.

Staff Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Staff # 2 Met
Date of Hire: 06/16/2017

Staff # 3 Met
Date of Hire: 10/16/2017

Staff # 4 Met
Date of Hire: 11/16/2016

Staff # 5 Met
Date of Hire: 01/01/2018

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Staff # 1 Met
Date of Hire: 06/01/2017

Staff Credentials Reviewed: 5

591-1-1-.09 Criminal Records Check(CR)**Met****Comment**

Criminal records checks were observed to be complete.

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

591-1-1-.31(13) Staff observed to be compliant with applicable laws and regulations.

Correction Deadline: 4/4/2018

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**

A supervision plan was created on this date for classroom A with the diapering table facing the wall as well as classroom B for the bathroom located in the hallway.