



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: 8/9/2018 **VisitType:** Initial Licensing Study **Arrival:** 10:00 AM **Departure:** 11:25 AM

CCLC-49616

The Tutor Shop @ State Bridge Crossing Elementary

5530 State Bridge Road Johns Creek, GA 30022 Fulton County
 (404) 610-1531 hal@tutorshops.com

Mailing Address

7330 Samples Field Road
 Cumming, GA 30040

Regional Consultant

Jessica Grant

Phone: (770) 359-5808

Fax: (404) 591-5814

jessica.grant@dec.al.ga.gov

Joint with: Lisa Chandler

Quality Rated: No

Compliance Zone Designation		
08/09/2018	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	J107	5-12 Yrs	0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.:			22		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 0			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					


Building	Playground	Playground Occupancy	Playground Compliance
Main	Back field	694	C

Comments

Congratulations permission to operate was granted on this date!

Plan of Improvement: Developed This Date 09/02/2018

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).

	<p>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.</p>
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You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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). 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.decal.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@decal.ga.gov

Nicole Dortch, Program Official _____ Date

Jessica Grant, Consultant _____ Date

Lisa Chandler, Consultant _____ Date



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Findings Report

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

Met

Comment

Program does not provide swimming activities.

Facility

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

Met

Comment

The total Licensed capacity of the Center measured at 22 children, based on Consultants measurement of the classroom, Licensed this date.

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

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Please ensure all hazards are inaccessible to children.

Correction Deadline: 9/2/2018

Technical Assistance

591-1-1-.25(8) - Please ensure staff secure cords underneath the table area to prevent children from having access.

Correction Deadline: 9/2/2018

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

The Program is after school only.

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

Technical Assistance

Comment

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the Owner on this date.

Technical Assistance

591-1-1-.17(6) - Please ensure staff place trash cans outside of the classroom to prevent children from having access due to trash cans not having lids.

Correction Deadline: 9/2/2018

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

Met

Comment

Discussed proper medication documentation and procedures with the Owner on this date.

Safety

591-1-1-.11 Discipline(CR)

Met

Comment

There were no children enrolled on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the Owner on this date.

591-1-1-.36 Transportation(CR)

Met

Comment

The Program Owner stated that the Program will not provide routine Transportation and Field Trips at this time. Consultant discussed with the Program Owner, all requirements needed in order to transport and conduct field trips with children. Consultant also stated to the Owner that prior to providing Transportation and/or Field Trips, the Center is required to complete and maintain documentation of current CPR and First - Aid Training, as well as two (2) clock hours of Transportation Training, regarding the Center Director and all Center Staff participating in any aspect of Transportation. Further, Consultant stated to the Owner, that prior to providing Transportation and/or Field Trips, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review all Transportation and Field Trip requirements.

Sleeping & Resting Equipment

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

Met

Comment

The program is after school only.

Staff Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 08/09/2018

Staff Credentials Reviewed: 1

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Comment

There were no children enrolled on this date. Proper ratios and classroom capacities were discussed with the Owner on this date.

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

Comment

A supervision plan was created on this date for the playground route.