



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: 11/26/2019 **VisitType:** Licensing Study

Arrival: 9:10 AM

Departure: 12:45 PM

CCLC-49750

Legacy Academy for Children

5390 Flynn Crossing Drive Alpharetta, GA 30005 Forsyth County
 (770) 475-1011 kim@legacyacademy.com

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@decal.ga.gov

Mailing Address

5390 Flynn Crossing Dr.
 Alpharetta, GA 30005

Quality Rated: No

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.
11/26/2019	Licensing Study	Good Standing	
07/01/2019	Incident Investigation Closure	Good Standing	
06/19/2019	Incident 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	1L	Infants	2	5	C	12	C	NA	NA	Art, Free Play
Main	1R		0	0	C	30	C	NA	NA	
Main	2L	One Year Olds	1	2	C	12	C	NA	NA	Free Play
Main	2R	Four Year Olds and Five Year Olds	1	12	C	30	C	NA	NA	Transitioning, Out side
Main	3L	Two Year Olds	1	4	C	20	C	NA	NA	Music
Main	3R		0	0	C	22	C	NA	NA	
Main	4L	Two Year Olds	1	5	C	20	C	NA	NA	Circle Time
Main	Center Left	Three Year Olds and Four Year Olds and Five Year Olds	1	8	C	20	C	NA	NA	Centers
Main	Center RT		0	0	C	20	C	NA	NA	

Total Capacity @35 sq. ft.: 186

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 36

Total Capacity @35 sq. ft.: 186

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	42	C
Main	Playground B	100	C
Main	Playground C	152	C

Comments

The purpose of today's visit is to conduct a Licensing Study and to follow-up on citations from the visit conducted on June 19, 2019.

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.

- 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

Kim Schneider, Program Official

Date

Mandi Sloan, 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: 11/26/2019 **VisitType:** Licensing Study

Arrival: 9:10 AM

Departure: 12:45 PM

CCLC-49750

Legacy Academy for Children

5390 Flynn Crossing Drive Alpharetta, GA 30005 Forsyth County
(770) 475-1011 kim@legacyacademy.com

Mailing Address

5390 Flynn Crossing Dr.
Alpharetta, GA 30005

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 7/1/2019

Corrected on 11/26/2019

.03(9) - The previous citation was corrected on this date as staff was not observed to engage in activities that could be detrimental to a child's health or well-being.

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

Met

Comment

A variety of equipment and toys were observed throughout the center.

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

Met

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Consultant discussed with provider to ensure that child locks on drawers and cabinets which are accessible to children are in working order.

Correction Deadline: 11/26/2019

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

591-1-1-.26(9) - Consultant discussed with provider to ensure the outdoor mats on the back patio lay flat to ensure they do not become a trip hazard. Consultant also discussed with provider to ensure the sand and water table on the back left playground is drained to ensure no standing water is present.

Correction Deadline: 11/26/2019

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Technical Assistance****Technical Assistance**

591-1-1-.20(3) - Consultant discussed with provider to ensure the reason why medication was not dispensed is noted on the Authorization for Medication form.

Correction Deadline: 11/26/2019

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)**Not Met****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 review of records that the newly purchased vehicle with tag number RTU 4003 had not received an annual safety check.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 12/1/2019**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 review of records the center did not document in writing, with a mark/ symbol to account for six of six children listed on the passenger transportation checklist each time a child enters and exits the vehicle during afternoon transportation on August 16, 2019 from Lake Windward Elementary School.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 11/27/2019

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 review of records that a second check of the vehicle was not conducted on August 30, 2019 during a return trip from Creekview Elementary School and on October 18, 2019 during a return trip from Creekview Elementary School.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 11/26/2019

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 10

Records with Missing/Incomplete Components: 4

Staff # 1	Met
Date of Hire: 10/01/2018	
Staff # 2	Met
Date of Hire: 08/31/2018	
Staff # 3	Not Met
Date of Hire: 08/01/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-First Aid Missing,.14(2)-CPR missing	
Staff # 4	Met
Date of Hire: 08/01/2018	
Staff # 5	Met
Date of Hire: 01/14/2019	
Staff # 6	Not Met
Date of Hire: 08/01/2018	

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 7

Met

Date of Hire: 07/24/2019

Staff # 8

Not Met

Date of Hire: 11/26/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

Staff # 9

Met

Date of Hire: 08/01/2018

Staff # 10

Not Met

Date of Hire: 08/01/2018

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff Credentials Reviewed: 3**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff member #14, the program's owner, was observed present at the center without a determination letter that was electronically ported in DECAL KOALA. In addition, staff member #16 was observed to be present at the center without a determination letter that was electronically ported in DECAL KOALA. Staff member #16 was observed present at the center conducting an "in house" field trip. Consultant assisted program in electronically porting these individuals into DECAL KOALA.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CBC rules are maintained.

Correction Deadline: 11/26/2019**591-1-1-.14 First Aid & CPR****Not Met**

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that staff member #8 (with a documented date of hire of January 17, 2019) and staff member #23 (with a documented date of hire of August 1, 2019) did not have evidence of successful completion of CPR and First Aid Training.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 12/26/2019

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)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Correction Deadline: 7/1/2019

Corrected on 11/26/2019

.32(7) - The previous citation was corrected on this date as staff was observed to provide direct supervision and children were observed to be supervised at all times.