



**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:** 5/16/2019    **VisitType:** Initial Licensing Study    **Arrival:** 9:00 AM    **Departure:** 2:30 PM

**CCLC-50415**

**The Ark Learning Center**

1860 Duluth Highway, #100 and #101 Lawrenceville, GA 30043  
Gwinnett County  
(770) 299-1283 thearklearningcenter1@gmail.com

**Mailing Address**  
Same

**Regional Consultant**

Tamra Thomas  
Phone: (770) 405-7962  
Fax: (404) 591-6172  
tamra.thomas@decal.ga.gov

**Quality Rated:** No

<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.
05/16/2019	Initial Licensing Study	Good Standing	
04/10/2019	Initial Licensing Study	Good Standing	

**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 Building	A-1st Right		0	0	C	13	C	NA	NA	
Main Building	B-2nd Right		0	0	C	11	C	NA	NA	
Main Building	C-3rd Right		0	0	C	12	C	NA	NA	
Main Building	D-1st Left		0	0	C	7	C	NA	NA	
Main Building	E-Far Left		0	0	C	7	C	NA	NA	
Main Building	F-Multipurpose Room		0	0	C	0	C	NA	NA	
Main Building	G-2nd Suite #101		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 71						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 71			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Playground	A-Main	21	C
Playground	B-Main	14	C

**Comments**

The purpose of the visit was to conduct an initial licensing visit. The provider was issued permission to operate on this date.

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.al.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

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.dec.al.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@dec.al.ga.gov](mailto: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).

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](mailto:qualityrated@dec.al.ga.gov)

---

Cathy Lampton, Program Official

Date

---

Tamra Thomas, 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:** 5/16/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 2:30 PM

#### CCLC-50415

#### The Ark Learning Center

1860 Duluth Highway, #100 and #101 Lawrenceville, GA 30043  
Gwinnett County  
(770) 299-1283 thearklearningcenter1@gmail.com

**Mailing Address**  
Same

#### Regional Consultant

Tamra Thomas  
Phone: (770) 405-7962  
Fax: (404) 591-6172  
tamra.thomas@dec.al.ga.gov

The following information is associated with a Initial Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Met

#### Comment

591-1-1-.03(2) The consultant discussed with the provider to ensure the current week's lesson plans are dated weekly.

**Correction Deadline: 5/16/2019**

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

Met

**Correction Deadline: 4/10/2019**

**Corrected on 5/16/2019**

The provider removed the black leather peeling sofa and chair on this date. The provider will monitor the equipment for any potential hazards.

**Correction Deadline: 4/12/2019**

**Corrected on 5/16/2019**

.12(4) - The provider had removed the flat screen TV's that were not secured. The provider will ensure any equipment of weight or mass are secured to prevent a tip over hazard.

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

Met

#### Comment

Center does not provide swimming activities. The provider will ensure to contact the regional consultant before providing swimming activities to review DECAL rules and regulations.

### Children's Records

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

Met

#### Comment

No children enrolled at this time. The provider is using DECAL enrollment forms at this time.

**Comment**

591-1-1-.08(6) The consultant discussed with provider to ensure the center maintains daily arrival and departure for the twelve (12) preceding months. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the parent or authorized person at the time of arrival and departure. These records shall be made available to the department in printed or written form upon request.

**Correction Deadline: 5/16/2019**

	<b>Facility</b>
--	-----------------

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

The consultant discussed with the provider to ensure the required supplies are available in each restroom on this date.

**Correction Deadline: 4/20/2019**

**Corrected on 5/16/2019**

**.06(5) - The consultant observed the provider has added a secured partition in the Suite 100 hallway girl's restroom to separate the toilets on this date.**

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

**Met**

**Comment**

The consultant discussed with the provider movement of children to maintain capacities, and DECAL rules pertaining to mixed age groups.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.25(11) - The consultant observed in Suite 101 classroom G the area carpet had dried stains. The provider stated, the classroom carpet will be cleaned before children are served.

**Correction Deadline: 6/15/2019**

**Technical Assistance**

591-1-1-.25(13) - The consultant observed in classroom G the provider was in the process of adding a child safety gate to separate the area beyond the children's restroom. The provider will ensure any items stored in the route to the playground will not present a hazard.

**Correction Deadline: 5/16/2019**

**Correction Deadline: 4/19/2019**

**Corrected on 5/16/2019**

**.25(3) - The provider had replaced the stained ceiling tiles, no peeling paint observed and all light bulbs were operable on this date. The provider will conduct a daily check of the premises to ensure the building is in good repair.**

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

**Met**

**Comment**

591-1-1-.26(3) The provider has a supervision plan for the route to the playground to ensure the children are not allowed to play on the asphalt area, and to ensure staff conducts head counts before exiting and returning to the classrooms.

**Correction Deadline: 6/15/2019**

**Correction Deadline: 4/26/2019**

**Corrected on 5/16/2019**

**.26(4) - The provider has repaired the gate latches to ensure the doors cannot be pushed open, and the bolts were cut to no more than two threads on this date.**

**Correction Deadline: 4/19/2019**

**Corrected on 5/16/2019**

**.26(9) - The provider replaced the mulch on the playground on this date. The consultant discussed with the provider to monitor the playground for any hazards such as pine cones and sticks from the outlined trees before children are allowed to have outdoor activities.**

<b>Food Service</b>
---------------------

---

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

**Met**

**Comment**

The consultant discussed with the provider to ensure infant bottles are covered and fully labeled with child's full name.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

---

**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
---------------------------

---

**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 observation, classroom A and B diapering fans installed are return fans instead of ventilation fans.

**POI (Plan of Improvement)**

The responsible person(s) at the center will ensure that the exhaust fans and duct systems are functioning or that the required amount of operable window space is provided in each diapering area. The provider had the maintenance staff to call to order the right type of exhaust fans.

**Correction Deadline: 5/23/2019**

**Recited on 5/16/2019**

---

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

**Met**

**Comment**

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date, and the handwashing charts were posted.

---

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

Discussed proper medication documentation and procedures. The provider stated the center will use DECAL medication forms and keep all medication locked in the office.

---

**Policies and Procedures**

---

---

**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

The consultant reviewed the Emergency Drills form on this date with the provider. The provider will ensure monthly fire drills and other required checks are conducted and noted on the form.

---

**Safety**

---

---

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

Center does not keep animals on premises.

---

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

There were no children enrolled on this date. The center's discipline policy was reviewed and discussed on this date.

---

**591-1-1-.13 Field Trips(CR)****Met****Comment**

There were no children enrolled on this date. Proper field trip documentation and regulations regarding checklists, name tags and permission forms were discussed on this date.

---

**591-1-1-.36 Transportation(CR)****Met****Comment**

A current/completed inspection was observed for the vehicle used for transporting children this date.

**Comment**

591-1-1-.36(7)(b) The consultant discussed with the provider requirements 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.

**Correction Deadline: 5/17/2019**

---

**Sleeping & Resting Equipment**

---

---

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

591-1-1-.30(1)(a) The provider had IKEA paperwork reflecting the five (5) cribs were manufactured September 2015, and mats to serve one year olds.

**Correction Deadline: 5/26/2019**

**Correction Deadline: 4/19/2019**

Corrected on 5/16/2019

.30(1)(a)2 - The provider replaced the stained mattresses on this date.

## Staff Records

**Records Reviewed: 3**

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

Staff # 1 Met

Date of Hire: 03/25/2019

Staff # 2 Met

Date of Hire: 03/25/2019

Staff # 3 Met

Date of Hire: 03/05/2019

**Staff Credentials Reviewed: 3**

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

**Met**

**Comment**

Criminal record checks were observed to be complete. The consultant discussed with the provider to ensure DECAL rules and regulations pertaining to background checks for adults allowed on the premises when children are served are followed.

**591-1-1-.33 Staff Training**

**Met**

**Comment**

The consultant observed documentation of orientation forms completed for three staff hired on this date.

**Comment**

The consultant discussed: Health and Safety training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

**Met**

**Comment**

The provider observed to be compliant with applicable laws and regulations. The consultant discussed with the provider to ensure an action plan is created for any lead teacher hired without a credential to ensure proof of enrollment must be on file within 6 months of hire, and complete the credential within 18 months of enrollment date.

## 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 director on this date.

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

**Met**

**Comment**

There were no children enrolled on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date. The provider has a supervision plan for the route to the playground and restrooms on file.