



**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:** 11/6/2020    **VisitType:** Licensing Study    **Arrival:** 8:30 AM    **Departure:** 10:00 AM

**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**

Ashley Shirah  
Phone: (770) 357-7050  
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**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.  <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.
11/06/2020	Licensing Study	Good Standing	
12/04/2019	Licensing Study	Good Standing	
09/19/2019	Complaint Closure	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 Building	A-1st Right	Infants and One Year Olds	1	5	C	13	C	NA	NA	Nap, Floor Play
Main Building	B-2nd Right	Two Year Olds	1	8	C	11	C	NA	NA	Outside
Main Building	C-3rd Right	Three Year Olds	2	8	C	12	C	NA	NA	Outside
Main Building	D-1st Left		0	0	C	7	C	NA	NA	Not In Use
Main Building	E-Far Left	Four Year Olds	1	7	C	7	C	NA	NA	Outside
Main Building	G-2nd Suite #101	Six Year Olds and Over	1	7	C	21	C	NA	NA	Homework
Total Capacity @35 sq. ft.: 71						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 35			Total Capacity @35 sq. ft.: 71			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance

**Comments**

An Administrative Review was conducted on November 6, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 6, 2020, with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 11/06/2020

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

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.

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#### 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.

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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)

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Cathy Lampton, Program Official

Date

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Ashley Shirah, Consultant

Date



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### Findings Report

**Date:** 11/6/2020 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 10:00 AM

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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 due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

**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**

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

**Corrected on 11/6/2020**

**.19(1) - Correction of previous citation in that the centers license capacity was observed to be maintained on this date.**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

**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.

### Food Service

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**591-1-1-.15 Food Service & Nutrition****Not Met****Technical Assistance**

591-1-1-.15(1) - Consultant discussed with the Director meal guidelines around food that may present a choking hazard. The consultant recommend providing an alternative protein that limited risk of chocking for children ages four and older.

**Correction Deadline: 11/6/2020****Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that infants bottles are prepared by center staff.

**POI (Plan of Improvement)**

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly. Center will ensure that parents prepare and provide formula or breast milk daily in labeled bottles.

**Correction Deadline: 11/6/2020**

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<b>Health and Hygiene</b>
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**591-1-1-.07 Children's Health****Met****Correction Deadline: 12/4/2019****Corrected on 11/6/2020**

**.07(5) - Correction of previous citation in that no child was observed to have a pacifier clip attached to their clothing on this date.**

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**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 on this date. During the virtual walk through the diapering was observed and the provider displayed proper knowledge of the rules and regulations.

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

591-1-1-.17(7) - It was determined based on observations that bar soap was observed to be used in the preschool bathrooms. Please ensure that children are using liquid soap during hand washing.

**Correction Deadline: 11/6/2020**

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**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.

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<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Correction Deadline: 12/9/2019****Corrected on 11/6/2020**

**.21(3) - Correction of previous citation in that emergency drills were observed to be up to date on this date.**

## Safety

### 591-1-1-.11 Discipline(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 on this date. During the virtual walk through the diapering was observed and the provider displayed proper knowledge of the rules and regulations.

### 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

#### Correction Deadline: 12/14/2019

#### Corrected on 11/6/2020

.36(3)(a-b) - Correction of previous citation in that the the director, owner, and driver were observed to have completed transportation training.

#### Correction Deadline: 12/9/2019

#### Corrected on 11/6/2020

.36(4)(a) - Correction of previous citation in that the consultant observed a complete annual vehicle inspection.

#### Correction Deadline: 12/4/2019

#### Corrected on 11/6/2020

.36(7)(d)2. - Correction of previous citation in that routine transportation has not been conducted since March of 2020.

## Sleeping & Resting Equipment

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

Not 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.

#### Finding

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined based on observation that two of four infants did not have safety-approved crib for sleep. Staff statements indicated that two of the older infants sleep on a cot while the younger two infants occupy the two available cribs. The consultant also observed a pack n play in the classroom not in use during the virtual visit.

#### POI (Plan of Improvement)

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment. The center will purchase safety-approved cribs for all children enrolled in the infant classroom.

#### Correction Deadline: 11/6/2020

## Staff Records

Records Reviewed: 9

Records with Missing/Incomplete Components: 0

Staff # 1

Met

**Records Reviewed: 9**

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

Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Date of Hire: 03/05/2019	
Staff # 6	Met
Date of Hire: 05/22/2019	
Staff # 7	Met
Date of Hire: 05/22/2019	
Staff # 8	Met
Date of Hire: 03/25/2019	
Staff # 9	Met

**Staff Credentials Reviewed: 1**

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

**Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff person # 1, hired on September 28, 2020, worked on October 1, 2020 and October 2, 2020 without submitting a records check application to the Department and Fingerprints to an authorized fingerprinting site.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will complete the videos and ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. 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 review CRC rules to ensure the CRC rules are maintained.

**Correction Deadline: 11/6/2020**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #1, hired on September 28, 2020, was stated to have work on October 1, 2020 and October 2, 2020, without a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will watch the video modules to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. 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 review CRC rules to ensure the CRC rules are maintained.

**Correction Deadline: 11/6/2020**

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**591-1-1-.14 First Aid & CPR**

**Met**

**Correction Deadline: 1/1/2020**

**Corrected on 11/6/2020**

**.14(2) - Correction of previous citation in that seven of nine staff were observed to have completed first aid and CPR training on this date.**

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

**Met**

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

**Corrected on 11/6/2020**

**.31(2)(c) - Correction of previous citation in that all lead teachers were observed to have proof of credential of professional development plan.**

<b>Staffing and Supervision</b>
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**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 ratio were observed.

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

**Corrected on 11/6/2020**

**.32(4) - Correction of previous citation in that appropriate grouping of children based on age was observed on this date.**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.