



**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: 9/29/2020 **VisitType:** Initial Licensing Study **Arrival:** 10:30 AM **Departure:** 12:30 PM

CCLC-52758

Early Scholars of Norcross

1300 Indian Trail Road Lilburn, GA 30093 Gwinnett County
(706) 489-9575 earllyscholarsofnorcross2019@gmail.com

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

Fax: (770) 357-7051

jennifer.salies@decal.ga.gov

Mailing Address

1300 Indian Trail Lilburn Road
Norcross, GA 30093

Quality Rated: No

Compliance Zone Designation		
09/29/2020	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- 6wks-2 yrs		0	0	C	13	C	NA	NA	
Main	B - 3-4 yrs		0	0	C	19	C	NA	NA	
Main	C- 5-6 yrs		0	0	C	20	C	NA	NA	
Main	D- 7-12 yrs		0	0	C	27	C	NA	NA	
Total Capacity @35 sq. ft.: 45						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Playground Limitations		
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 45			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A- 1 - 12 yrs	15	C

Comments

An Administrative Review was conducted on September 28, 2020. Staff files, children's files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted on September 29, 2020. The exit conference was conducted virtually on September 29, 2020 at 5:00 p.m. with the Director. Compliance with the Executive Order issued on August 18, 2020 was reviewed during the inspection and discussed during the exit conference. Permission to Operate issued on this date. Facility does not carry Liability Insurance. Consultant discussed Quality Rated and the new rules and regulations going into effect October 1, 2020.

Plan of Improvement: Developed This Date 09/29/2020

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.decal.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.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).

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

Wakesha Jackson, Program Official

Date

Jennifer Salies, 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)

Not Met

Comment

Equipment and furniture observed to be properly secured.

Finding

591-1-1-.12(1) requires each Employee and child in attendance to use all indoor and outdoor furniture, activity materials, and equipment in a safe and appropriate manner and in accordance with the manufacturer's instructions, recommendations, and intended use. All equipment and furniture shall be used only by the age-appropriate group of children. It was determined based on observation that seven (7) battery operated toys were not functioning properly.

POI (Plan of Improvement)

The Center will ensure that all battery operated toys have replacement batteries so that they operate properly.

Correction Deadline: 9/29/2020

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 2

Records with Missing/Incomplete Components: 2

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Emergency Contact information Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

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 review of children's files, that two (2) of two (2) files were missing the work number, work address, and the address of whom the child may be released.

POI (Plan of Improvement)

Center staff will ensure that all requested information is completely filled out prior to enrolling a child.

Correction Deadline: 9/29/2020

Facility

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

Met

Comment

Permission to Operate issued on this date. The overall licensed capacity is limited to 45 children due to the playground capacity.

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children. Consultant discussed placing the Air Freshener on a top shelf or in a locked cabinet in the bathroom.

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

Not Met

Comment

Playground observed to be clean and in good repair.

Finding

591-1-1-.26(5) requires that the playground have a surface suitable for varied activities. Hard surfaces (gravel, concrete, paving) shall not exceed one-fourth of the total area. It was determined based on observation that the playground had a hard surface that measured 500 square feet when it should not measure more than 120 square feet.

POI (Plan of Improvement)

The Center will decrease the size of the hard surface to be in compliance by layering material according to the Consumer Product Safety Commission guidelines over 120 square feet.

Correction Deadline: 11/12/2020

Food Service

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

Met

Comment

Parents will be providing meals. Consultant discussed the following: Noting changes going into effect October 1, 2020.
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://decalf.ga.gov/CACFP/Handbook.aspx>

USDA

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

Health and Hygiene

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

Comment

No children enrolled on this date. Hand washing and sanitizing requirements and procedures for diapering were discussed with the director on this date.

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.

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

Comment

Discussed proper medication documentation and procedures.

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 director 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. Consultant observed five (5) of five (5) cribs were present meeting safety compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards as they were manufactured in 2017 and 2018. Consultant observed cots for the remainder capacity for classroom A.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Staff # 1 Date of Hire: 09/23/2020	Met
Staff # 2 Date of Hire: 09/23/2020	Met
Staff # 3 Date of Hire: 09/23/2020	Met
Staff # 4 Date of Hire: 09/23/2020	Met
Staff # 5 Date of Hire: 09/23/2020	Met
Staff # 6 Date of Hire: 09/23/2020	Met

Staff Credentials Reviewed: 2

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

Comment

Criminal record checks were observed to be complete. Five (5) of six (6) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file. One (1) staff has a national satisfactory determination letter and will be supervised by a staff who has a comprehensive satisfactory determination letter until the comprehensive is received.

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

Comment

Staff observed to be compliant with applicable laws and regulations. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 18, 2020.

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

A supervision plan was created on this date for the bathrooms located in the hallway for classrooms B, C, and D.

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.