



**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:** 8/2/2021    **VisitType:** Initial Licensing Study    **Arrival:** 10:00 AM    **Departure:** 1:00 PM

**CCLC-53918**

**Heritage Early Learning Academy**

326 Greene St Augusta, GA 30901 Richmond County  
(706) 821-0034 hela@heritageacademyaugusta.org

**Mailing Address**  
Same

**Regional Consultant**

Toni Williams  
Phone: (770) 302-7628  
Fax: (770) 302-8357  
toni.williams@decal.ga.gov  
Joint with: Jennifer Salies

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
08/02/2021	Initial Licensing Study	NA

**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-Infants(Stars)		0	0	C	10	C	NA	NA	
Main	B-Infants(Comets)		0	0	C	10	C	NA	NA	
Main	C-One Year Olds (Caterpillar)		0	0	C	10	C	NA	NA	
Main	D-One Year Old (Butterfly)		0	0	C	10	C	NA	NA	
Main	E-Two Year Old (Acorn)		0	0	C	10	C	NA	NA	
Main	F-Two Year Old-(Oaktree)		0	0	C	10	C	NA	NA	
Main	G-Three year old-(Pathfinders)		0	0	C	18	C	NA	NA	
Main	H-Three Year Old (Seekers)		0	0	C	18	C	NA	NA	
Main	I-Four year old (Adventurers)		0	0	C	19	C	NA	NA	Supper
Main	J-Four year old (Explorers)		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 134						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 0			Total Capacity @35 sq. ft.: 134			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Infants	7	C

Main	Playground B-Two year old -Five year old	61	C
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**Comments**

An Administrative Review was conducted on July 29, 2021. Staff Files, children files, training, and background checks were all reviewed. An in person initial Licensing Study was conducted on August 2, 2021. The exit conference was conducted virutally on August 12, 2021 at 6:00 p.m. with the Director. Temporary License issued on this date. Facility does carry Liability Insurance. Final License was issued from desk. Facility Capacity 146.

Plan of Improvement: Developed This Date 08/12/2021

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](mailto: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)





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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.

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

**Comment**

Center does not provide swimming activities. No pool observed on site.

**Facility**

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

**Comment**

Licensed capacity observed to be routinely met by center. The overall licensed capacity is 146 children.

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

**Comment**

No hazards observed accessible to children on this date.

**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 measurements, that playground B had more than 1/4 of hard surface. The hard surface measured 4824.5 square feet when it should not have more than 1684 square feet.

**POI (Plan of Improvement)**

The Center will increase the unpaved area or decrease the size of the hard surface to be in compliance.

**Correction Deadline: 12/31/2021**

## Health and Hygiene

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

Met

#### Comment

Staff state proper knowledge of diapering procedures. Sinks with warm running water observed adjacent to proper diapering surfaces in all classrooms approved for diapering.

### 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 during the inspection visit.

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

Met

#### Comment

Discussed proper medication documentation , administration and storage.

## 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. The Consultant discussed appropriate discipline and guidance techniques with the Director.

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

Met

#### Comment

Center does not provide routine transportation or field trips. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The Center will contact their regional consultant and complete the two (2) hours transportation training prior to transporting children.

## Sleeping & Resting Equipment

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

Met

#### Comment

Twenty (20) of Twenty (20) cribs were present meeting safety compliance with Consumer Product Safety Commission (CSPC) and American Society of Testing and Material International (ASTM) safety standards as they were manufactured in 2021. The Consultant discussed safe sleeping requirements with the Director during the inspection visit.

## Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 07/19/2021

Staff # 2

Met

Date of Hire: 07/19/2021

Staff # 3

Met

Date of Hire: 07/19/2021

Staff # 4 Date of Hire: 07/19/2021	Met
Staff # 5 Date of Hire: 08/02/2021	Met
Staff # 6 Date of Hire: 08/02/2021	Met
Staff # 7 Date of Hire: 08/02/2021	Met
Staff # 8 Date of Hire: 08/02/2021	Met
Staff # 9 Date of Hire: 08/02/2021	Met
Staff # 10 Date of Hire: 08/02/2021	Met
Staff # 11 Date of Hire: 08/02/2021	Met
Staff # 12 Date of Hire: 08/02/2021	Met

**Staff Credentials Reviewed: 1****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete. Nine (9) of Twelve(12) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file. Three(3) of Twelve (12) staff have a National Satisfactory letter. The Consultant discussed with the Director that Staff #2 in the one-year old C-Caterpillar room and Staff #9 in the one-year old B-Comet room and Staff #7 in the two-year old F-Oak Tree room must be supervised at all times as well as deadlines for submitting out of state forms and to email out of state forms to: Outofstate@dec.al.ga.gov .

**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.

**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**

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

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

A supervision plan was created on this date for the route to the playground and the special use room. Please ensure all children are supervised at all times.

**Comment**

There were no children enrolled on this date. Proper supervision of children, including being prompt to children's needs, adequate supervision was discussed with the director on this date.