



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: 3/9/2021 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 11:30 AM

CCLC-743

American Learning Centers

5598 Singleton Road Norcross, GA 30093 Gwinnett County
 (770) 925-3181 sikri01@bellsouth.net

Regional Consultant

Leena Mitchell

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Mailing Address

Same

Quality Rated: ★

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.
03/09/2021	Monitoring Visit	Good Standing	
09/28/2020	Licensing Study	Good Standing	
02/18/2020	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
Back	Back	PreK	2	18	C	21	C	NA	NA	Outside
Back	Front		0	0	C	21	C	NA	NA	Not In Use
Back	Middle		0	0	C	21	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 63						Total Capacity @25 sq. ft.: 197				
Bld. 1	1st Left	PreK	2	15	C	25	C	35	C	Outside
Bld. 1	1st Right	PreK	2	18	C	25	C	35	C	Outside
Bld. 1	Back Left - Left Side	Infants and One Year Olds	2	5	C	12	C	NA	NA	Outside
Bld. 1	Back Left - Right Side	PreK	2	17	C	22	C	30	C	Centers
Bld. 1	Middle	Two Year Olds and Three Year Olds	1	8	C	14	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 98						Total Capacity @25 sq. ft.: 197				
House	Back	Three Year Olds and Four Year Olds	1	12	C	15	C	NA	NA	Centers
House	Front	PreK	2	15	C	21	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 36						Total Capacity @25 sq. ft.: 197				
Total # Children this Date: 108			Total Capacity @35 sq. ft.: 197			Total Capacity @25 sq. ft.: 197				

Building	Playground	Playground Occupancy	Playground Compliance

Comments

Background checks were all reviewed on March 5, 2021. A virtual inspection was conducted on March 9, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

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

Minaz Lakdawala, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

Technical Assistance -591-1-1-.03(2) - Consultant discussed with provider to ensure that a current lesson plan is posted in every classroom.

Correction Deadline: 3/9/2021

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

Met

Comment

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

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.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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)

Met

Comment

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair. Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.)
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.
- Fluff and redistribute resilient surface as needed.

Food Service**591-1-1-.15 Food Service & Nutrition****Technical Assistance****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>

Technical Assistance

591-1-1-.15(2) - Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of one (1) years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 3/9/2021**Comment**

591-1-1-.15(7) - Discussed new revision as of October 1, 2020, which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Correction Deadline: 3/9/2021**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)**Technical Assistance****Comment**

Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

Technical Assistance

Technical Assistance 591-1-1-.17(6) - Consultant discussed with provider to ensure that garbage and organic waste shall be stored in containers that are lined with plastic liners and have tight-fitting covers.

Correction Deadline: 3/9/2021

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

The Provider currently does not dispense/administer medication.

Safety

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

Staff were observed to maintain a positive learning environment on this date. Staff stated proper discipline procedures during the virtual visit.

591-1-1-.36 Transportation(CR)**Not Met****Comment**

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - BUD8079 - Expires June 16, 2021.
- Vehicle Tag # - AGV0238 - Expires June 16, 2021.

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 that the center did not document with a check or other mark/symbol to account for the load and unloading of one of one child receiving school transportation services to Beaver Ridge during the week of March 1, 2021.

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: 3/10/2021**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position. Staff stated proper safe sleep policy and procedure during virtual visit.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 27

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 07/13/2009

Staff # 2 Met

Date of Hire: 01/11/2016

Staff # 3 Met

Date of Hire: 10/15/2012

Staff # 4 Met

Date of Hire: 11/02/2020

Staff # 5 Met

Date of Hire: 08/04/2014

Staff # 6 Met

Date of Hire: 03/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 7 Met

Date of Hire: 07/30/2014

Staff # 8 Met

Date of Hire: 07/29/2019

Staff # 9 Met

Date of Hire: 09/27/2001

Staff # 10 Met

Date of Hire: 10/05/2020

Staff # 11 Met

Date of Hire: 07/31/2015

Staff # 12 Met

Date of Hire: 12/07/2020

Staff # 13 Met

Date of Hire: 02/01/2016

Staff # 14 Met

Date of Hire: 01/07/2021

Staff # 15 Met

Date of Hire: 01/06/2015

Records Reviewed: 27

Records with Missing/Incomplete Components: 0

Staff # 16 Date of Hire: 03/24/1999	Met
Staff # 17 Date of Hire: 08/05/2020	Met
Staff # 18 Date of Hire: 08/05/2020	Met
Staff # 19 Date of Hire: 06/18/2018	Met
Staff # 20 Date of Hire: 08/10/2020	Met
Staff # 21 Date of Hire: 09/14/2012	Met
Staff # 22 Date of Hire: 02/08/2016	Met
Staff # 23 Date of Hire: 08/01/2004	Met
Staff # 24 Date of Hire: 10/04/2004	Met
Staff # 25 Date of Hire: 07/30/2018	Met
Staff # 26 Date of Hire: 03/07/2019	Met
Staff # 27 Date of Hire: 07/31/2015	Met

Staff Credentials Reviewed: 15

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

Met

Comment

The director provided five files for staff members hired since the previous visit was conducted on September 28, 2020. The consultant observed five of five newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members' criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired and/or seasonal staff members with a six month (180 days) break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

Correction Deadline: 9/28/2020

Corrected on 3/9/2021

.09(1)(a) - The consultant observed the previous citation to be corrected in that the consultant observed all staff members to have evidence of a satisfactory comprehensive record check determination letter.

Correction Deadline: 9/28/2020

Corrected on 3/9/2021

.09(1)(c) - The consultant observed the previous citation to be corrected in that the consultant observed all staff members to have evidence of a satisfactory comprehensive record check determination letter.

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

Comment

Complete first aid kit observed in center.

Correction Deadline: 3/19/2020

Corrected on 3/9/2021

.14(2) - The consultant observed the previous citation to be corrected in that the consultant observed evidence of at least 50% of staff to be trained in CPR and first aid.

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. 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 February 15, 2021.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Met**

Comment

Center observed to maintain appropriate staff:child ratios.

Comment

Discussed combining children of mixed ages.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

Comment

591-1-1-.32(7) - Discussed new revision as of October 1, 2020, which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Correction Deadline: 3/9/2021