



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

Cover Sheet

Date: 7/26/2022 **VisitType:** Licensing Study **Arrival:** 9:40 AM **Departure:** 1:40 PM

CCLC-39820

The Children's Courtyard

201 Center Pointe Parkway Stockbridge, GA 30281 Henry County
 (678) 289-4777 3210@childrenscourtyard.com

Regional Consultant

April Brown

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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.
07/26/2022	Complaint Investigation & Licensing Study	Good Standing	
03/16/2022	Monitoring Visit	Good Standing	
10/06/2021	Complaint Investigation by Phone	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	A-Front Middle		0	0	C	11	C	NA	NA	Not In Use
Main	B-Front Left	Infants and One Year Olds	2	3	C	13	C	NA	NA	Floor Play
Main	C-2nd Left	One Year Olds	1	5	C	13	C	NA	NA	Outside
Main	D-3rd Left	One Year Olds	2	12	C	17	C	NA	NA	Outside
Main	E-4th Left	Two Year Olds	2	14	C	17	C	NA	NA	Outside
Main	F-Back Left Side	Two Year Olds	1	10	C	25	C	NA	NA	Transitioning
Main	G-Back Middle	Three Year Olds	2	18	C	25	C	NA	NA	Art
Main	H-Front Right	Infants	1	1	C	25	C	NA	NA	Floor Play
Main	I-2nd Right	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	14	C	25	C	NA	NA	Free Play
Main	J-2nd Middle	Four Year Olds	1	16	C	25	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 196

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 93

Total Capacity @35 sq. ft.: 196

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Plgd-Front Left	33	C
Main	Plgd-Front Right	10	C
Main	Plgd-Rear Left	29	C
Main	Plgd-Rear Right	51	C

Comments

time corrected

Plan of Improvement: Developed This Date 07/26/2022

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



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov for more information. Free technical assistance is available!

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), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Darasha Gaines, Program Official

Date

April Brown, Consultant

Date



**Bright from the Start Georgia Department of Early Care and Learning
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Findings Report

Date: 7/26/2022 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Not Met

Technical Assistance

Please ensure all equipment and furniture is free from hazardous conditions and is kept clean as required. Consultant discussed with the director to ensure the blue sofas are in good repair (no exposed foam) in Classroom E (fourth left) and in Classroom F (back left).

Correction Deadline: 7/26/2022

Finding

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined that in Classroom I (second right) the television located in the unlocked cabinet was unstable and not secured as required.

POI (Plan of Improvement)

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

Correction Deadline: 7/26/2022

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

N/A

Comment

Center does not provide swimming activities at this time per the director.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Correction Deadline: 3/25/2022

Corrected on 7/26/2022

Correction of citation in that the five children's files submitted were complete as required.

Facility

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

Met

Correction Deadline: 3/16/2022

Corrected on 7/26/2022

Correction of citation in that all classrooms met licensing capacity as required on this date.

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

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined the following hazards were accessible to children in care:

- * Classroom C (second left) - plastic bags, vaseline, baby wipes, Desitin and Aquaphor aveeno cream, labeled, "keep out of reach of children" were underneath the diaper changing table in an unlocked cabinet
- * Classroom E (fourth left) - plastic bags, first aid kit, and Cetaphilcream, labeled, "keep out of reach of children" was located in an unlocked cabinet
- * Classroom F (back left) - brooms and dust pans were in the girl's bathroom
- * Classroom G (back middle) and Classroom J (second middle) - brooms and dust pans were out in the classrooms

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 7/26/2022

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined that the following were not in good repair:

- * Classroom F (back left side) - one sink was not operable in the classroom
- * Classroom G (back middle) - one sink had a broken handle on the cold water side
- * Classroom I (second right) - boy's bathroom toilet was not in working order and chipped paint was observed on the back blue wall

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 8/9/2022

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

Please ensure outdoor playground equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. Consultant discussed with the director to have the red tire with the broken chain repaired or replaced on the right rear playground no later than August 9, 2022.

Correction Deadline: 8/5/2022**Correction Deadline: 3/30/2022****Corrected on 7/26/2022**

Correction of citation in that the playgrounds were observed to be clean and free of litter and hazards as required on this date. Consultant discussed with the director to monitor the right rear playground fence for vines and vegetation.

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Correction Deadline: 3/25/2022****Corrected on 7/26/2022**

Correction of citation in that all infant feeding plans submitted for enrolled infants were completed as required on this date.

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 that infant bottles in Classroom B (front left) were not labeled with the individual child's name as required.

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.

Correction Deadline: 7/26/2022**Technical Assistance**

Please ensure that the Center provides a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months as required.

Correction Deadline: 7/26/2022

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

Kitchen appears clean and well organized on this date.

Health and Hygiene

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

Staff stated proper knowledge of diapering procedures on this date.

591-1-1-.17 Hygiene(CR)**Met****Correction Deadline: 3/16/2022****Corrected on 7/26/2022**

Correction of citation in that staff members stated proper knowledge of handwashing procedures for children as required on this date. Consultant discussed with the director to ensure warm water was used in each classroom with handwashing procedures as required.

Correction Deadline: 3/16/2022**Corrected on 7/26/2022**

Correction of citation in that staff members stated proper knowledge of handwashing procedures as required on this date.

591-1-1-.20 Medications(CR)**N/A****Comment**

The center currently does not dispense or administer medication at this time per the director.

Policies and Procedures

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

Program observed to have completed emergency drills. Consultant discussed with the director to review and document emergency plan procedures every six months as required.

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements with the director on this date.

Safety

591-1-1-.05 Animals**N/A****Comment**

Center does not keep animals on premises at this time.

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

Age-appropriate discussion and redirection observed on this date.

591-1-1-.13 Field Trips(CR)**Technical Assistance****Technical Assistance**

Proper field trip documentation and regulations regarding checklists were discussed with the director on this date.

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

A current and completed inspection was observed for all vehicles used in transporting children on this date. Vehicle with tag number ending in N0975 and Q6755 were completed on January 26, 2022.

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records the driver or other designated person did not document in writing the load time during routine school transportation at Red Oak Elementary School on May 19, 2022. Additionally, the driver or other designated person did not document in writing with a check mark or other symbol the departure and arrival while conducting a field trip on July 13, 2022 for one child in care.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 7/26/2022

Recited on 7/26/2022

Finding

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records the second designated staff person did not conduct a check of the vehicle immediately upon the completion of the first check of the vehicle during afternoon school transportation from Stockbridge Elementary School and Smith Barnes Elementary School on May 13, 2022. Additionally, the second designated staff person did not conduct a check of the vehicle immediately upon the completion of the first check of the vehicle during afternoon school transportation from Red Oak Elementary School and Smith Barnes Elementary School on May 20, 2022.

POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

Correction Deadline: 7/26/2022

Correction Deadline: 3/23/2022

Corrected on 7/26/2022

Correction of citation in that travel time did not exceed forty-five minutes for transportation completed between May 9, 2022 through May 20, 2022.

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined that in Classroom E (fourth left) blankets were not stored properly as they were observed to be touching each other.

POI (Plan of Improvement)

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

Correction Deadline: 7/26/2022

Staff Records

Records Reviewed: 24

Records with Missing/Incomplete Components: 5

Staff # 1 Met
Date of Hire: 10/11/2021

Staff # 2 Met
Date of Hire: 07/19/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 3 Not Met
Date of Hire: 04/25/2022
"Missing/Incomplete Components"
.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4 Met

Staff # 5 Met
Date of Hire: 07/28/2021

Staff # 6 Met

Staff # 7 Met
Date of Hire: 04/22/2021

Staff # 8 Met
Date of Hire: 05/23/2022

Staff # 9 Met
Date of Hire: 12/06/2021

Staff # 10 Not Met
Date of Hire: 03/15/2022
"Missing/Incomplete Components"
.31(2)(b)2.-Staff Qualifications-Education Missing

Staff # 11 Met
Date of Hire: 08/05/2020

Staff # 12 Not Met
Date of Hire: 04/04/2022
"Missing/Incomplete Components"

Records Reviewed: 24**Records with Missing/Incomplete Components: 5**

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 13	Met
Date of Hire: 06/24/2021	
Staff # 14	Met
Date of Hire: 03/09/2019	
Staff # 15	Met
Date of Hire: 05/09/2014	
Staff # 16	Met
Date of Hire: 10/27/2021	
Staff # 17	Not Met
Date of Hire: 04/25/2022	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 18	Met
Date of Hire: 06/05/2020	
Staff # 19	Met
Date of Hire: 06/18/2016	
Staff # 20	Met
Date of Hire: 06/10/2021	
Staff # 21	Met
Date of Hire: 03/28/2016	
Staff # 22	Met
Date of Hire: 06/27/2022	
Staff # 23	Not Met
Date of Hire: 04/15/2022	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 24	Met
Date of Hire: 06/18/2016	

Staff Credentials Reviewed: 5**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met**

Comment

Criminal record checks were observed to be complete on this date.

Comment

Director provided nine files for employees hired since the last visit which was completed on March 16, 2022.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records four staff members did not complete hands on / in person First Aid and CPR within the first 90 days of employment as required.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 8/25/2022

Technical Assistance

Please ensure the Center has a first aid kit in each building of the Center and in any vehicle used by the Center for transportation of children, that contains scissors, tweezers, gauze pads, adhesive tape, thermometer, band-aids, assorted sizes, antibacterial ointment, insect-sting preparation, an antiseptic cleansing solution, triangular bandages, rubber gloves, protective eye wear, a protective face mask, and a cold pack. The first aid kit, together with a first aid instruction manual which must be kept with the kit at all times, shall be stored so that it is not accessible to children but is easily accessible to Staff.

Correction Deadline: 8/5/2022

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

Please ensure each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development.

Correction Deadline: 8/25/2022

Technical Assistance

Please ensure within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. The director completed the four hour nutrition training on August 1, 2022; however, the cook will complete the training as required by December 6, 2022.

Correction Deadline: 8/25/2022

Technical Assistance

Consultant discussed with the director that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules.

Correction Deadline: 8/25/2022

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations on this date.

Technical Assistance

Please ensure newly hired teachers who do not possess the educational and qualifying child care experience requirements must enroll in a program of study to obtain one of the educational credentials and qualifying experience requirements as required by these rules within six months after employment at the Center and complete the credential or degree within 18 months after enrollment.

Correction Deadline: 7/26/2022

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios on this date.

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

Met

Comment

Adequate supervision observed on this date.