



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: 3/16/2022 **VisitType:** Monitoring Visit

Arrival: 9:20 AM

Departure: 12:20 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

Phone: (770) 357-5101

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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.
03/16/2022	Monitoring Visit	Good Standing	
10/06/2021	Complaint Investigation by Phone	Good Standing	
08/31/2021	Licensing Study	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	Infants	2	7	C	11	C	NA	NA	Floor Play
Main	B-Front Left	Infants	2	7	C	13	C	NA	NA	Floor Play
Main	C-2nd Left	One Year Olds	2	13	C	13	C	NA	NA	Free Play
Main	D-3rd Left	One Year Olds	2	10	C	17	C	NA	NA	Circle Time
Main	E-4th Left	Two Year Olds	2	17	C	17	C	NA	NA	Free Play
Main	F-Back Left Side	Two Year Olds	2	16	C	25	C	NA	NA	Music
Main	G-Back Middle	Three Year Olds	2	22	C	25	C	NA	NA	Music
Main	H-Front Right		0	0	C	25	C	NA	NA	Not In Use
Main	I-2nd Right	Four Year Olds and Five Year Olds	2	30	NC	25	NC	NA	NA	Homework
Main	J-2nd Middle		0	0	C	25	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 196

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 122

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

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



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.state.ga.us 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)

Nicole Jackson, 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: 3/16/2022 **VisitType:** Monitoring Visit **Arrival:** 9:20 AM **Departure:** 12:20 PM

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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

Please ensure that when the center operates five hours or more per day, at least one and one-half hours of outdoor activity per day, weather permitting, shall occur for each child who is not an infant and at least one hour daily for infants.

Correction Deadline: 3/16/2022

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable on this date.

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

N/A

Comment

Center does not provide swimming activities at this time.

Children's Records

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 a review of records two out of five children's enrollment forms were missing the parent's work phone number.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 3/25/2022**Recited on 3/16/2022**

	Facility
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591-1-1-.19 License Capacity(CR)**Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined that the second room (Classroom I) was over capacity in that the classroom had 30 children present in a classroom licensed for 25 children.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 3/16/2022

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

Center appears clean and well maintained on this date.

591-1-1-.26 Playgrounds(CR)**Not Met****Correction Deadline: 9/10/2021****Corrected on 3/16/2022**

Correction of citation in that the tree limbs and bushes were trimmed and not protruding through the fence. Consultant discussed with the director to ensure the fencing surrounding all playground area are maintained and free of hazards as required.

Correction Deadline: 9/10/2021**Corrected on 3/16/2022**

Correction of citation in that all playground areas had at least six inches of mulch throughout the fall zone areas as required. Please fluff and redistribute as needed due to rain.

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined that at least two inches of stagnant water was observed on the front left infant toddler playground and on the rear left playground areas. There were no children present on the playground on this date.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards. The center will repair the playground areas to prevent drowning hazards. Pictures will be sent to consultant to confirm.

Correction Deadline: 3/30/2022

Food Service

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

Not Met

Finding

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of records two out of 15 infant feeding forms submitted was incomplete as it did not contain all of the required information related to the introduction of solid foods.

POI (Plan of Improvement)

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

Correction Deadline: 3/25/2022

Recited on 3/16/2022

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)

Not Met

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined that three different classroom staff members did not wash children's hands immediately after having contact with bodily fluids as required.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 3/16/2022

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined that two different classroom staff members did not immediately wash their hands after wiping children's noses, handling bodily fluids of children as required.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 3/16/2022

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-.29 Required Reporting**Met**

Correction Deadline: 9/1/2021

Corrected on 3/16/2022

Correction of citation in that the director stated proper knowledge of required reporting and demonstrated knowledge of how to enter information into DECAL Koala for program closure status.

Safety

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

Age-appropriate discussion and redirection observed on this date.

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

A current and completed inspection was observed for the vehicle used in transporting children on this date. Vehicle with tag number ending in Q6755 was completed on January 7, 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 arrival time back to the center from routine transportation from Red Oak Elementary School from March 8, 2022 through March 11, 2022.

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: 3/23/2022

Finding

591-1-1-.36(8) restricts a child's travel time to forty-five minutes on each trip between the Center and destination unless accompanied by the Parent and excluding field trips. It was determined based on a review of records that on February 16, 2022 children were on the vehicle for fifty-seven minutes which exceeded the forty-five minute travel restriction during routine transportation from Red Oak Elementary School.

POI (Plan of Improvement)

The center will ensure that the travel time is no more than forty-five minutes on each trip.

Correction Deadline: 3/23/2022

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position with the director and infant staff members on this date.

Staff Records

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 1		Met
Date of Hire: 10/11/2021		
Staff # 2		Met
Date of Hire: 05/24/2021		
Staff # 3		Met
Date of Hire: 02/25/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 4		Met
Date of Hire: 03/11/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 5		Met
Date of Hire: 07/28/2021		
Staff # 6		Met
Date of Hire: 04/22/2021		
Staff # 7		Met
Date of Hire: 01/18/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	
Staff # 8		Met
Date of Hire: 12/06/2021		
Staff # 9		Met
Date of Hire: 03/08/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>	

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 10 Date of Hire: 08/05/2020	Met
Staff # 11	Met
Staff # 12 Date of Hire: 11/07/2019	Met
Staff # 13 Date of Hire: 06/24/2021	Met
Staff # 14 Date of Hire: 02/22/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15 Date of Hire: 05/09/2014	Met
Staff # 16 Date of Hire: 05/17/2021	Met
Staff # 17 Date of Hire: 11/30/2020	Met
Staff # 18 Date of Hire: 06/05/2020	Met
Staff # 19 Date of Hire: 06/18/2016	Met
Staff # 20 Date of Hire: 06/10/2021	Met
Staff # 21 Date of Hire: 03/28/2016	Met
Staff # 22 Date of Hire: 10/29/2021	Met
Staff # 23 Date of Hire: 06/18/2016	Met

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.

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

Technical Assistance

Technical Assistance

Please ensure the center vehicle used in transporting children have the required items in the First Aid Kit: This rule requires the Center to have 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: 3/26/2022

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

Met

Comment

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

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.