



**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:** 2/9/2022      **VisitType:** Complaint Investigation Follow Up      **Arrival:** 8:35 AM      **Departure:** 11:15 AM

**CCLC-48690**

**Alkin Academy**

3620 Jonesboro Rd Fairburn, GA 30213 Fulton County  
 (770) 306-1234 alkinacademy1@gmail.com

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

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rachael.brown@dec.al.gov

**Mailing Address**  
 Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
02/09/2022	Complaint Investigation Follow Up	Good Standing
12/22/2021	Licensing Study	Good Standing
03/12/2021	Monitoring Visit	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	Room A - 1R - Preschol - SA		0	0	C	14	C	19	C	Not In Use
Main	Room B - 2R - Preschool	Three Year Olds	1	4	C	12	C	NA	NA	Free Play
Main	Room C - 3R - Preschool		0	0	C	13	C	NA	NA	Not In Use
Main	Room D - 4R - Potty-Trained - Two-year-olds		0	0	C	10	C	NA	NA	Not In Use
Main	Room E - 1L - Infant - Toddler		0	0	C	7	C	NA	NA	Not In Use
Main	Room F - 2L - Toddler 2	One Year Olds	1	3	C	10	C	NA	NA	Free Play
Main	Room G - 3L - Preschool	Two Year Olds	1	6	C	13	C	NA	NA	Free Play
Main	Room H - Upstairs - Preschool		0	0	C	91	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 170					Total Capacity @25 sq. ft.: 175					
Total # Children this Date: 13			Total Capacity @35 sq. ft.: 170			Total Capacity @25 sq. ft.: 175				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	31	C
Main	Playground B	135	C

## Comments

An onsite Complaint Investigation Follow Up visit was conducted on this date. CBC affidavit issued on this date.

Plan of Improvement: Developed This Date 02/09/2022

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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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)

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Michele Brown, Program Official

Date

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Rachael Brown, Consultant

Date



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### Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

**Staff Records**

**Records Reviewed: 7**

**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Date of Hire: 12/01/2021	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 09/02/2013	
Staff # 6	Met
Date of Hire: 08/05/2013	
Staff # 7	Not Met
Date of Hire: 01/31/2022	

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

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

**Staff Credentials Reviewed: 2**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff #7 had a comprehensive satisfactory determination that was within the 12 month portability period and had not been electronically ported to the program. Portability request was submitted on this date.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure CRC rules are maintained.

**Correction Deadline: 2/9/2022**