



**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:** 9/1/2022    **VisitType:** Licensing Study    **Arrival:** 8:50 AM    **Departure:** 1:40 PM

**CCLC-52325**

**Creekstone Academy**

95 Creekwood Trail Fayetteville, GA 30214 Fayette County  
 (770) 719-9100 ysdrake1@gmail.com

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
09/01/2022	Complaint Investigation & Licensing Study	Good Standing	
04/12/2022	Complaint Closure	Good Standing	
03/09/2022	Complaint Investigation & Monitoring Visit	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 Infants	Infants	1	4	C	15	C	NA	NA	Floor Play,Diapering
Main	B 1yrs Suite 100	One Year Olds	1	7	C	15	C	NA	NA	Free Play,Diapering
Main	C 1-2yrs Suite 150		0	0	C	15	C	NA	NA	Not In Use
Main	D 4-12yrs GYM		0	0	C	58	C	NA	NA	Not In Use
Main	E 5yrs Suite 500	Four Year Olds	2	11	C	23	C	NA	NA	Story
Main	F Suite 400 GA PreK	GA PreK	2	11	C	23	C	NA	NA	Circle Time
Main	G Suite 350 GA PreK	GA PreK	2	12	C	22	C	NA	NA	Circle Time
Main	H 3yrs Suite 300		0	0	C	22	C	NA	NA	Not In Use
Main	I 3yrs Suite 250		0	0	C	23	C	NA	NA	Not In Use
Main	J 3yrs Suite 200	Two Year Olds	1	9	C	23	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 239

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 54

Total Capacity @35 sq. ft.: 239

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Toddlers	31	C
Main	B Preschool	132	C
Main	C Preschool	66	C
Main	D Toddlers	40	C

## Comments

The purpose of this visit was to conduct a complaint investigation and licensing study.

Plan of Improvement: Developed This Date 09/01/2022

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.state.ga.us/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.state.ga.us](mailto: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](http://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)

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Yvette Drake, Program Official

Date

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Rachael Brown, Consultant

Date



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**Findings Report**

**Date:** 9/1/2022      **VisitType:** Licensing Study      **Arrival:** 8:50 AM      **Departure:** 1:40 PM

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The following information is associated with a Licensing Study Visit:

**Activities and Equipment**

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

**Met**

**Comment**

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

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

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 2**

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 2	Met
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(3)-Address of Release Person Missing	
Child # 5	Met

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**591-1-1-.08 Children's Records****Technical Assistance****Technical Assistance**

591-1-1-.08(1) - Ensure a complete address is obtained for person's authorized to pick up children.

**Correction Deadline: 9/1/2022****Facility**

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**591-1-1-.06 Bathrooms****Technical Assistance****Technical Assistance**

591-1-1-.06(7) - Ensure bathroom ventilation fans are cleaned and free from dust.

**Correction Deadline: 9/1/2022**

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

Licensed capacity observed to be met by center on this date.

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

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Discussed maintenance of resilient surface. Please fluff and redistribute. Monitor playground for stinging/biting insects. Discussed spray painting exposed tree roots.

**Food Service**

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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

**Comment**

Please ensure that infant feeding forms are updated regularly.

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

Kitchen appears clean and well organized.

**Health and Hygiene**

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

Proper diapering procedures observed.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Not Met

#### Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that center staff failed to maintain documentation of emergency drills for 2022.

#### POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 9/6/2022**

### 591-1-1-.27 Posted Notices

Met

#### Comment

Observed all required posted notices.

### 591-1-1-.29 Required Reporting

Met

#### Comment

Discussed reporting requirements.

## Safety

### 591-1-1-.05 Animals

N/A

#### Comment

Center does not keep animals on premises.

### 591-1-1-.11 Discipline(CR)

Met

#### Comment

Age-appropriate discussion and/or redirection observed.

### 591-1-1-.13 Field Trips(CR)

Met

#### Comment

Field trip documentation observed to be complete.

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

Met

#### Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

#### Comment

Complete documentation of transportation observed.

#### Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

## Sleeping & Resting Equipment

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

Met

#### Comment

Discussed SIDS and infant sleeping position.

#### Comment

Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 4

Staff # 1 Date of Hire: 11/18/2021	Met
Staff # 2 Date of Hire: 07/01/2020	Met
Staff # 3 Date of Hire: 07/27/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 4 Date of Hire: 07/12/2021	Met
Staff # 5 Date of Hire: 08/13/2020	Met
Staff # 6 Date of Hire: 08/10/2020	Met
Staff # 7 Date of Hire: 03/08/2016 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 8 Date of Hire: 09/06/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Staff # 10 Date of Hire: 03/28/2022 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 11 Date of Hire: 12/27/2021	Met
Staff # 12 Date of Hire: 01/11/2022 <u>"Missing/Incomplete Components"</u> .31(2)(b)2.-Staff Qualifications-Education Missing	Not Met
Staff # 13	Met

**Records Reviewed: 17****Records with Missing/Incomplete Components: 4**

Date of Hire: 03/14/2022

Staff # 14 Met

Date of Hire: 12/06/2021

Staff # 15 Met

Date of Hire: 05/17/2021

Staff # 16 Met

Date of Hire: 11/16/2021

Staff # 17 Not Met

Date of Hire: 02/10/2022

"Missing/Incomplete Components"

.31(2)(b)2.-Staff Qualifications-Education Missing

**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided four files for employees hired since last visit.

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

Evidence observed of 50% of center staff certified in First Aid and CPR. Ensure all staff obtain CPR/First Aid certification within 90 days of hire.

**Comment**

Please replace/add missing/expired item(s) in first aid kit(s).

**591-1-1-.33 Staff Training Not Met****Finding**

91-1-1-.33(5) requires 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. It was determined based on review of records that one of two applicable staff did not have ten hours of annual training fro 2021.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/31/2022****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.

**Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Not Met**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that center staff in classroom B 1yrs Suite 100, stepped out of the classroom door, onto the playground to throw out a dirty diaper, leaving the children briefly un supervised.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 9/1/2022**