



**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:** 6/1/2022      **VisitType:** Licensing Study      **Arrival:** 8:05 AM      **Departure:** 12:10 PM

**CCLC-52881**

**Abercorn Academy**

12 Executive Circle Savannah, GA 31406 Chatham County  
 (912) 436-6333 abercornacademy@gmail.com

**Regional Consultant**

Stacey Foston

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stacey.foston@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

| <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 06/01/2022                         | Complaint Investigation & Licensing Study | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12/21/2021                         | Complaint Closure                         | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12/20/2021                         | Complaint Investigation Follow Up         | 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                               |
|----------|------|------------------------------------|-------|----------|------|------------|--------------|------------|--------------|-------------------------------------|
| Main     | A    | Infants                            | 3     | 8        | C    | 13         | C            | NA         | NA           | Floor Play, Diapering               |
| Main     | B    | One Year Olds                      | 1     | 6        | C    | 12         | C            | NA         | NA           | Story                               |
| Main     | C    | One Year Olds                      | 1     | 7        | C    | 12         | C            | NA         | NA           | Transitioning, Diapering            |
| Main     | D    | One Year Olds                      | 2     | 9        | C    | 17         | C            | NA         | NA           | Diapering, Transitioning, Breakfast |
| Main     | E    | Two Year Olds                      | 1     | 8        | C    | 17         | C            | NA         | NA           | Breakfast                           |
| Main     | F    |                                    | 0     | 0        | C    | 20         | C            | NA         | NA           | Not In Use                          |
| Main     | G    | Three Year Olds and Four Year Olds | 1     | 7        | C    | 21         | C            | NA         | NA           | Art                                 |
| Main     | H    | Six Year Olds and Over             | 1     | 3        | C    | 21         | C            | NA         | NA           | Art                                 |
| Main     | I    |                                    | 0     | 0        | C    | 26         | C            | NA         | NA           | Not In Use                          |

Total Capacity @35 sq. ft.: 159

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 48

Total Capacity @35 sq. ft.: 159

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | A          | 58                   | C                     |
| Main     | B          | 23                   | C                     |

### Comments

An in-person visit was conducted on June 1, 2022. The administrative review was completed June 17, 2022. The Consultant completed exit conference by phone and a copy of licensing study report was electronically emailed to the Program on June 23, 2022.

Plan of Improvement: Developed This Date 06/01/2022

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/RuleAndRegulations.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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Jessica Kenerly, Program Official

Date

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Stacey Foston, Consultant

Date



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### Findings Report

**Date:** 6/1/2022 **VisitType:** Licensing Study **Arrival:** 8:05 AM **Departure:** 12:10 PM

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The following information is associated with a Licensing Study Visit:

### Activities and Equipment

**591-1-1.03 Activities**

**Technical Assistance**

**Technical Assistance**

591-1-1.03(2) - Ensure current lesson plans are available for review in all classrooms.

**Correction Deadline: 6/1/2022**

**591-1-1.12 Equipment & Toys(CR)**

**Not Met**

**Finding**

591-1-1.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that there was small hole in the plastic sink bucket in the kitchen set in room D. There was peeling paint on the small fabric chair in room G. In addition in room E, there was an exposed screw on the broken magnet clasp of door on the kitchen playset hutch.

**POI (Plan of Improvement)**

The staff removed all the cited items during the visit.

**Correction Deadline: 6/1/2022**

**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

Met

Child # 2

Met

|                                        |         |
|----------------------------------------|---------|
| Child # 3                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(1)-Allergies and Disabilities      |         |
| Child # 4                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(1)-Allergies and Disabilities      |         |
| Child # 5                              | Met     |

**591-1-1-.08 Children's Records****Not Met****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 that 2 of the 5 children files did not have a statement regarding known allergies.

**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.

**Correction Deadline: 6/23/2022****Technical Assistance**

591-1-1-.08(6) - Please ensure the parent or authorized person signature is documented on arrival and departure records. The rule states: The Parent or person(s) authorized by the Parent to drop off and pick up the child will document, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the following information: the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure.

**Correction Deadline: 6/1/2022**

|  |                 |
|--|-----------------|
|  | <b>Facility</b> |
|--|-----------------|

**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)****Not Met****Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**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 based on observation that in the bathroom in Room G there was water stains on the ceiling tiles and rust on the metal exhaust vent. In addition there was water leaking from under the sink in Room G.

**POI (Plan of Improvement)**

The center will repair or replace the cited items.

**Correction Deadline: 6/23/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute on the small playground.

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the resilient surface in the fall zones of the swings, slide and climbing ladder measured between 2 and 4 inches when a minimum of 6 inches was required.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 6/11/2022**

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**Food Service**

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

591-1-1-.15 - Please ensure the new updated infant feeding form is used. A copy of the revised form can be found on the DECAL website.

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

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

Hand washing and diapering procedures were discussed.

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**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 based on observation that there was no warm water available at the handwashing sinks in rooms G and H.

**POI (Plan of Improvement)**

The staff stated the hot water in those room will be checked and repaired if needed.

Correction Deadline: 6/23/2022

**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**

Met

**Comment**

Observed the Center's emergency plans and documentation of emergency drills.

**591-1-1-.27 Posted Notices**

Met

**Comment**

Please make sure that all required signs are posted and up to date.

**Safety**

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

Met

**Comment**

Age-appropriate discussion and redirection observed.

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

N/A

**Comment**

Center does not participate in field trips at this time.

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

N/A

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Met

Correction Deadline: 12/20/2021

Corrected on 6/1/2022

.30(2) - The previous citation was observed to be corrected. There were no bibs observed on infants sleeping in cribs.

**Staff Records**

Records Reviewed: 21

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 05/31/2022

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

Staff # 2

Met

Date of Hire: 04/07/2022

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

Staff # 3

Met

**Records Reviewed: 21****Records with Missing/Incomplete Components: 1**

Date of Hire: 05/04/2022

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

Staff # 4

Met

Date of Hire: 04/25/2022

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

Staff # 5

Met

Date of Hire: 05/04/2022

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

Staff # 6

Met

Date of Hire: 12/15/2021

Staff # 7

Not Met

Date of Hire: 08/25/2021

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 8

Met

Date of Hire: 03/07/2022

Staff # 9

Met

Staff # 10

Met

Date of Hire: 04/01/2022

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

Staff # 11

Met

Date of Hire: 03/18/2022

Staff # 12

Met

Date of Hire: 09/18/2020

Staff # 13

Met

Staff # 14

Met

Date of Hire: 03/18/2022

Staff # 15

Met

Staff # 16

Met

Staff # 17

Met

Date of Hire: 05/01/2022

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

Staff # 18

Met

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**Records Reviewed: 21**

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

Date of Hire: 05/27/2022

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

Staff # 19

Met

Staff # 20

Met

Date of Hire: 05/31/2022

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

Staff # 21

Met

Date of Hire: 06/07/2022

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

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**Staff Credentials Reviewed: 2**

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

Criminal record checks were observed to be complete.

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**591-1-1-.14 First Aid & CPR****Technical Assistance****Comment**

Complete first aid kit observed in center.

**Technical Assistance**

591-1-1-.14(2) - Reminded staff that staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR within 90 days of their hire date if employed after September 30, 2016.

**Correction Deadline: 7/1/2022**

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

591-1-1-.33(3) requires 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. It was determined based on a review of records that staff #8 did not complete the complete health and safety orientation training within the first 90 days of employment.

**POI (Plan of Improvement)**

Observed evidence that the staff person completed the training seven months their hire date. The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 7/1/2022****Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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**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.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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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)****Met****Comment**

Adequate supervision observed on this date.