



**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:** 12/8/2022    **VisitType:** Monitoring Visit    **Arrival:** 2:35 PM    **Departure:** 3:45 PM

**CCLC-48923**

**Glenwood Scholar Academy**

3850 Glenwood Rd. Decatur, GA 30032 DeKalb County  
 (470) 575-7393 glenwoodsolar18@yahoo.com

**Regional Consultant**

Jessica Johnson  
 Phone: (770) 357-5090  
 Fax:  
 jessica.johnson@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.<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. |
|------------------------------------|------------------|---------------|--|
| 12/08/2022                         | Monitoring Visit | Good Standing |  |
| 06/10/2022                         | Licensing Study  | Good Standing |  |
| 10/26/2021                         | Monitoring Visit | 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- 1L/6wks-12mths        | Infants                            | 1     | 4        | C    | 4          | C            | NA         | NA           | Nap,Diapering      |
| Main     | B-2L, 1's & 2's          | Two Year Olds                      | 1     | 10       | C    | 17         | C            | NA         | NA           | Transitioning, Nap |
| Main     | C- 1R - 3's and 4's      | Three Year Olds and Four Year Olds | 1     | 12       | C    | 27         | C            | NA         | NA           | Transitioning, Nap |
| Main     | D - downstairs/ 4 and up |                                    | 0     | 0        | C    | 22         | C            | NA         | NA           | Not In Use         |

Total Capacity @35 sq. ft.: 70

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 26

Total Capacity @35 sq. ft.: 70

Total Capacity @25 sq. ft.: 0

| Building | Playground          | Playground Occupancy | Playground Compliance |
|----------|---------------------|----------------------|-----------------------|
| Main     | A/ Front - all ages | 15                   | C                     |
| Main     | B- Back - all ages  | 27                   | C                     |

**Comments**

An on-site inspection was conducted on December 8, 2022 with the Provider Aratha Shannon. Background checks were all reviewed on December 8, 2022.

Plan of Improvement: Developed This Date 12/08/2022

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/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](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)

Kisma Foreman, Program Official

Date

Jessica Johnson, Consultant

Date



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**Findings Report**

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The following information is associated with a Monitoring 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)**

**Met**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

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

|  |         |
|--|---------|
| Child # 1                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(1)(a)-Work Number Missing          |         |
| Child # 2                              | Met     |
| Child # 3                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(1)(a)-Work Number Missing          |         |
| Child # 4                              | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .08(1)(a)-Work Number Missing          |         |
| Child # 5                              | Not Met |

"Missing/Incomplete Components"

.08(2)-Immunization

**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, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that three out of five children were missing the parent work numbers on the children's enrollment application.

**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: 12/8/2022**

|  |                 |
|--|-----------------|
|  | <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)**

**Met**

**Correction Deadline: 7/10/2022**

**Corrected on 12/8/2022**

**.25(11) - Citation observed corrected. Floors observed repaired.**

**Correction Deadline: 6/10/2022**

**Corrected on 12/8/2022**

**.25(13) - Citation corrected. Cabinet observed locked.**

**Correction Deadline: 7/8/2022**

**Corrected on 12/8/2022**

**.25(3) - Citation observed corrected. Citations observed repaired.**

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

**Not Met**

**Correction Deadline: 7/8/2022**

**Corrected on 12/8/2022**

**.26(4) - Citation corrected. Consultant observed repairs to the fence.**

**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 based on observation that four active ant piles were observed on playground A front. It was further determined that a two inch hole was observed on the right side behind the basketball goal.

**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.

**Correction Deadline: 12/8/2022**

**Health and Hygiene**

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Staff were observed to remind children to wash hands.

**591-1-1-.20 Medications(CR)** **Met**

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(4) - Consultant discussed with the Director storing cots to prevent children's access to them and to allow maximum use of play space.

**Correction Deadline: 12/8/2022**

**Staff Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

Staff # 1 Met  
Date of Hire: 01/29/2020

Staff # 2 Met  
Date of Hire: 02/01/2018

Staff # 3 Met  
Date of Hire: 02/05/2020

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

Staff # 4

Met

Date of Hire: 03/01/2022

Staff # 5

Met

Date of Hire: 02/14/2018

**Staff Credentials Reviewed: 6**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

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

**Met**

**Correction Deadline: 6/10/2022**

**Corrected on 12/8/2022**

**.31(2)(b)2. - Citation corrected. Consultant reviewed staff credentials complete.**

**Staffing and Supervision**

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

**Met**

**Correction Deadline: 6/10/2022**

**Corrected on 12/8/2022**

**.32(4) - Citation corrected. Children were housed in separate areas.**

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

**Met**

**Comment**

Consultant discussed the supervision plan for the restroom for classroom C-1R.