



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: 11/8/2021 **VisitType:** Licensing Study

Arrival: 9:30 AM

Departure: 12:00 PM

CCLC-17210

Oglethorpe Children's Academy, LLC

1 Callaway Dr. Crawford, GA 30630 Oglethorpe County
 (706) 743-7400 mmcgee.oa@gmail.com

Regional Consultant

Kelly Jones

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Mailing Address

P.O. Box 188
 Lexington, GA 30648

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. 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.
11/08/2021	Licensing Study	Good Standing	
05/11/2021	MV POI Follow Up	Good Standing	
04/05/2021	Incident Investigation Closure	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-one's(1R)	One Year Olds	1	6	C	18	C	NA	NA	Free Play	
Main	B-Infants(2R)	Infants	4	4	C	17	C	NA	NA	Feeding,Floor Play,Nap	
Main	C-Pre-K(3R)	GA PreK	2	18	C	22	C	NA	NA	Centers,Transitioning	
Main	D-After school(4R)		0	0	C	19	C	27	C		
Main	E-Jr Two's (5R)	Two Year Olds	3	20	C	20	C	NA	NA	Music	
Main	F=Sr. Two's(6R)	Three Year Olds and Four Year Olds	1	14	C	20	C	NA	NA	Transitioning,Outside	
Main	G Three's(3L)	One Year Olds and Two Year Olds	1	7	C	20	C	NA	NA	Centers	
Main	H-(2L)	GA PreK	2	19	C	22	C	31	C	Outside,Transitioning	
Main	I Pre-K(1L)	GA PreK	2	17	C	22	C	NA	NA	Transitioning,Outside	
Total Capacity @35 sq. ft.: 168						Total Capacity @25 sq. ft.: 168	Building @35 capacity limited by Heath Department Limitations				
Total # Children this Date: 105			Total Capacity @35 sq. ft.: 168			Total Capacity @25 sq. ft.: 168			Building @25 capacity limited by Heath Department Limitations		


Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant	33	C
Main	Preschool	88	C
Main	School Age	136	C

Comments

An Administrative Review was conducted on November 5, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on November 8, 2021, with the Provider. An in- person visit was not conducted due to the COVID- 19 pandemic.



Plan of Improvement: Developed This Date 11/08/2021

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 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.state.ga.us/>
 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.state.ga.us

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.state.ga.us.

- 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.state.ga.us/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)

Melanee McGee, Program Official

Date

Kelly Jones, Consultant

Date



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Findings Report

Date: 11/8/2021 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 12:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

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

Comment

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

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

Center does not provide swimming activities. No pool on premises.

Children's Records

Records Reviewed: 5**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Please monitor bathrooms for necessary supplies.

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****Comment**

Center appears clean and well maintained.

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

Playground observed to be clean and in good repair.

Food Service

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

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication. Discussed with the provider documentation required for Medication Authorization.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Program observed complete emergency drills

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 **Met**

Comment

Animals maintained clean and appropriately caged.

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

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Staff were observed to maintain a positive learning environment on this date.

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

Comment

Field trip documentation observed to be complete.

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) **Met**

Comment

Discussed SIDS and infant sleeping position.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 85

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 08/10/2018

Staff # 2 Met

Date of Hire: 01/22/2020

Staff # 3 Met

Date of Hire: 12/10/2020

Staff # 4 Met

Date of Hire: 12/10/2020

Staff # 5 Met

Staff # 6 Met

Date of Hire: 11/18/2020

Staff # 7 Met

Date of Hire: 01/22/2020

Staff # 8 Met

Date of Hire: 12/10/2020

Staff # 9 Met

Date of Hire: 06/10/2019

Staff # 10 Met

Date of Hire: 01/22/2020

Staff # 11 Met

Date of Hire: 12/10/2020

Staff # 12 Met

Date of Hire: 11/06/2017

Staff # 13 Met

Date of Hire: 11/08/2020

Staff # 14 Met

Date of Hire: 11/18/2020

Staff # 15 Met

Date of Hire: 01/21/2020

Staff # 16 Met

Date of Hire: 10/01/2013

Staff # 17 Met

Date of Hire: 02/15/2021

Staff # 18 Met

Date of Hire: 11/18/2020

Staff # 19 Date of Hire: 02/10/2021	Met
Staff # 20 Date of Hire: 12/09/2020	Met
Staff # 21 Date of Hire: 11/18/2020	Met
Staff # 22 Date of Hire: 03/09/2021	Met
Staff # 23 Date of Hire: 07/22/2019	Met
Staff # 24 Date of Hire: 05/01/2017	Met
Staff # 25 Date of Hire: 08/06/2019	Met
Staff # 26 Date of Hire: 10/20/2020	Met
Staff # 27 Date of Hire: 11/18/2020	Met
Staff # 28 Date of Hire: 07/31/2017	Met
Staff # 29 Date of Hire: 11/18/2020	Met
Staff # 30 Date of Hire: 12/10/2020	Met
Staff # 31 Date of Hire: 01/21/2020	Met
Staff # 32 Date of Hire: 08/22/2024	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 33 Date of Hire: 03/18/2021	Met

Staff # 34 Date of Hire: 11/18/2020	Met
Staff # 35 Date of Hire: 12/10/2020	Met
Staff # 36 Date of Hire: 12/09/2020	Met
Staff # 37 Date of Hire: 08/02/2010	Met
Staff # 38 Date of Hire: 11/18/2020	Met
Staff # 39 Date of Hire: 11/18/2020	Met
Staff # 40 Date of Hire: 11/18/2020	Met
Staff # 41 Date of Hire: 05/28/2019	Met
Staff # 42 Date of Hire: 11/14/2018	Met
Staff # 43 Date of Hire: 11/18/2020	Met
Staff # 44 Date of Hire: 08/02/2019	Met
Staff # 45 Date of Hire: 01/21/2020	Met
Staff # 46 Date of Hire: 11/09/2020	Met
Staff # 47 Date of Hire: 12/10/2020	Met
Staff # 48 Date of Hire: 12/10/2020	Met

Staff # 49 Date of Hire: 11/18/2020	Met
Staff # 50 Date of Hire: 01/06/2017	Met
Staff # 51 Date of Hire: 05/17/2017	Met
Staff # 52 Date of Hire: 12/15/2020	Met
Staff # 53 Date of Hire: 12/10/2020	Met
Staff # 54 Date of Hire: 01/01/2006	Met
Staff # 55 Date of Hire: 01/01/2006	Met
Staff # 56 Date of Hire: 03/01/2021	Met
Staff # 57 Date of Hire: 12/10/2020	Met
Staff # 58 Date of Hire: 12/10/2020	Met
Staff # 59 Date of Hire: 11/19/2020	Met
Staff # 60 Date of Hire: 11/18/2020	Met
Staff # 61 Date of Hire: 11/18/2020	Met
Staff # 62 Date of Hire: 12/10/2020	Met
Staff # 63 Date of Hire: 03/29/2021	Met

Staff # 64 Date of Hire: 03/04/2019	Met
Staff # 65 Date of Hire: 06/01/2006	Met
Staff # 66 Date of Hire: 06/05/2016	Met
Staff # 67 Date of Hire: 12/09/2020	Met
Staff # 68 Date of Hire: 08/05/2020	Met
Staff # 69 Date of Hire: 02/09/2021	Met
Staff # 70 Date of Hire: 11/17/2020	Met
Staff # 71 Date of Hire: 08/06/2024	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 72 Date of Hire: 01/24/2020	Met
Staff # 73 Date of Hire: 11/17/2020	Met
Staff # 74 Date of Hire: 11/18/2020	Met
Staff # 75 Date of Hire: 11/08/2019	Met
Staff # 76 Date of Hire: 01/21/2020	Met
Staff # 77 Date of Hire: 11/17/2020	Met
Staff # 78 Date of Hire: 08/17/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>

Staff # 79 Date of Hire: 11/09/2020	Met
Staff # 80 Date of Hire: 11/13/2018	Met
Staff # 81 Date of Hire: 11/18/2020	Met
Staff # 82 Date of Hire: 06/04/2019	Met
Staff # 83 Date of Hire: 11/02/2020	Met
Staff # 84 Date of Hire: 01/22/2020	Met
Staff # 85 Date of Hire: 11/18/2020	Met

Staff Credentials Reviewed: 12**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

85 of 85 Criminal record checks were observed to be complete. Consultant reminded the director that criminal record check determinations for staff #16 expires 12/28/2021 and staff # 37 expires 12/23/2021.

Comment

Director provided 2 file(s) for employees hired since last visit 5/11/2021.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

Comment

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

591-1-1-.33 Staff Training Technical Assistance**Comment**

Documentation observed of required staff training.

Technical Assistance

591-1-1-.33(4) - Consultant discussed with the director the requirements that within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

Correction Deadline: 12/8/2021

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.

Correction Deadline: 5/11/2021

Corrected on 11/8/2021

.31(13) - The previous citation was observed to be corrected on this date. Center is in compliance. There are currently no Executive Orders in place.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.