



**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:** 6/7/2022      **VisitType:** Monitoring Visit      **Arrival:** 11:50 AM      **Departure:** 2:00 PM

**CCLC-53815**

**Parker - Chase - East Roswell**

2852 Holcomb Bridge Road Alpharetta, GA 30022 Fulton County  
 (770) 993-8684 sholm@parkerchaseschool.com

**Mailing Address**  
 Same

**Regional Consultant**

LaToya Longshore

Phone: (470) 542-7388

Fax: (404) 478-8102

latoya.longshore@decal.ga.gov

Joint with: Sharnette Glenn

**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.
06/07/2022	Complaint Investigation & Monitoring Visit	Good Standing	
05/02/2022	Licensing Study	Good Standing	
03/09/2021	Initial Licensing Study	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	Room A	Infants	4	10	C	15	C	NA	NA	Diapering, Floor Play
Main	Room B	One Year Olds	2	10	C	15	C	NA	NA	Nap
Main	Room C	One Year Olds and Two Year Olds	3	10	C	16	C	NA	NA	Nap
Main	Room D	Four Year Olds	1	13	C	29	C	NA	NA	Centers
Main	Room E	Six Year Olds and Over	1	14	C	30	C	NA	NA	Lunch
Main	Room F	Three Year Olds and Four Year Olds	2	11	C	29	C	NA	NA	Nap, Transitioning
Main	Room G	Three Year Olds and Four Year Olds	2	6	C	24	C	NA	NA	Nap
Main	Room H	Three Year Olds	2	12	C	22	C	NA	NA	Nap
Main	Room I	Two Year Olds and Three Year Olds	1	6	C	22	C	NA	NA	Nap
Main	Room J	Two Year Olds	2	14	C	22	C	NA	NA	Nap
Main	Room K		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.: 247					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 106			Total Capacity @35 sq. ft.: 247			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A (Infant/Toddler)	23	C

Main	Playground B IPre/k - School Age)	102	C
Main	Playground C (3 year olds)	38	C
Main	Playground D (Toddler)	49	C

**Comments**

A Complaint Investigation/Monitoring visit was conducted on June 7, 2022. Staff files, Transportation, and Comprehensive Records check files were reviewed.

Discipline rules was discussed with the provider.

Plan of Improvement: Developed This Date 06/07/2022

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.decal.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 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@decal.ga.gov](mailto:qualityrated@decal.ga.gov) 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.

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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.'

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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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Susan Holm, Program Official

Date

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LaToya Longshore, Consultant

Date

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Sharnette Glenn, Consultant

Date



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**Findings Report**

**Date:** 6/7/2022    **VisitType:** Monitoring Visit    **Arrival:** 11:50 AM    **Departure:** 2:00 PM

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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.

**Facility**

**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**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation in the Senior Camp (Classroom E), a roll of trash bags, box of gloves, batteries, and trimmer line were on the back left shelves accessible to children.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 6/7/2022**

**Technical Assistance**

Discussed with the provider in the Junior Camp classroom to ensure all outlet plugs are covered when not in use.

**Correction Deadline: 6/7/2022**

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance****Comment**

Discussed maintenance of resilient surface. Inspect uneven turf.

**Technical Assistance**

Discussed with the provider to regularly monitor and maintain playground equipment to ensure it is free from rust and chipped paint.

**Correction Deadline: 6/17/2022**

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<b>Health and Hygiene</b>
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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**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff stated proper knowledge of Age-appropriate discussion and center discipline policy discussed.

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

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

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<b>Staff Records</b>
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**Records Reviewed: 42****Records with Missing/Incomplete Components: 2**

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Staff # 1	Met
Date of Hire: 03/07/2022	
Staff # 2	Met
Date of Hire: 05/01/2018	
Staff # 3	Met
Date of Hire: 04/27/2005	

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Staff # 4	Not Met
Date of Hire: 06/06/2022	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 5	Met
Date of Hire: 03/07/2022	
Staff # 6	Met
Date of Hire: 05/24/2021	
Staff # 7	Met
Date of Hire: 05/16/2019	
Staff # 8	Met
Date of Hire: 08/10/2009	
Staff # 9	Met
Date of Hire: 07/16/2018	
Staff # 10	Met
Staff # 11	Met
Date of Hire: 10/04/2021	
Staff # 12	Met
Date of Hire: 07/07/2020	
Staff # 13	Met
Date of Hire: 01/04/2008	
Staff # 14	Met
Date of Hire: 06/15/2020	
Staff # 15	Not Met
Date of Hire: 06/06/2022	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 16	Met
Date of Hire: 05/28/2022	
Staff # 17	Met
Date of Hire: 05/30/2011	

Staff # 18 Date of Hire: 06/06/2022	Met
Staff # 19 Date of Hire: 12/18/2020	Met
Staff # 20 Date of Hire: 12/17/2018	Met
Staff # 21 Date of Hire: 08/02/2021	Met
Staff # 22 Date of Hire: 09/19/2014	Met
Staff # 23 Date of Hire: 02/01/2021	Met
Staff # 24 Date of Hire: 02/28/2022	Met
Staff # 25 Date of Hire: 06/13/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 26 Date of Hire: 09/21/2021	Met
Staff # 27 Date of Hire: 09/01/2020	Met
Staff # 28 Date of Hire: 04/11/2022	Met
Staff # 29	Met
Staff # 30 Date of Hire: 08/19/2002	Met
Staff # 31 Date of Hire: 06/22/2018	Met
Staff # 32 Date of Hire: 05/16/2022	Met
Staff # 33	Met

**Records Reviewed: 42****Records with Missing/Incomplete Components: 2**

Date of Hire: 05/15/2018

Staff # 34 Met

Date of Hire: 10/14/2019

Staff # 35 Met

Date of Hire: 05/06/2022

Staff # 36 Met

Date of Hire: 05/23/2022

Staff # 37 Met

Date of Hire: 02/09/2018

Staff # 38 Met

Date of Hire: 07/01/2019

Staff # 39 Met

Date of Hire: 10/27/2020

Staff # 40 Met

Date of Hire: 07/08/2020

Staff # 41 Met

Date of Hire: 11/15/2018

Staff # 42 Met

Date of Hire: 04/19/2018

**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of staff records, staff #7 and staff # 19 were on premises prior to submitting both a Record Check Application and Fingerprints to the Department.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will create staff checklist to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. 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 review staff checklist to ensure the Comprehensive Records Check rules are maintained.

**Correction Deadline: 6/7/2022**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of staff records, staff #7 and staff #19 were on premises without a valid and satisfactory Comprehensive Records Check Determination.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will maintain staff checklist to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. 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 routinely update the staff checklist to ensure the Comprehensive Records Check rules are maintained.

**Correction Deadline: 6/7/2022**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**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) Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.