



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

Date: 7/20/2023 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:15 AM **Departure:** 1:15 PM

CCLC-52758

Early Scholars of Norcross

1300 Indian Trail Lilburn Road, St #1 Norcross, GA 30093 Gwinnett County
 CCLC-52758 earllyscholarsofnorcross2019@gmail.com

Regional Consultant

Leena Mitchell

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Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation		
07/20/2023	Complaint Investigation Follow Up	Good Standing
06/01/2023	Complaint Closure	Good Standing
05/24/2023	Complaint Investigation & Monitoring Visit	Good Standing

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.

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- Two-year-olds	Two Year Olds	1	1	C	13	C	NA	NA	Transitioning
Main	B - 3-4 yrs	Three Year Olds	1	7	C	19	C	NA	NA	Circle Time
Main	C- 5-6 yrs		0	0	C	20	C	NA	NA	Not In Use
Main	D- 7-12 yrs	Five Year Olds and Six Year Olds and Over	1	8	C	27	C	NA	NA	Centers
Main	E - Toddler	Infants and One Year Olds	2	6	C	12	C	NA	NA	Floor Play
Main	F - Infant/Toddler	One Year Olds and Two Year Olds	1	11	NC	28	C	NA	NA	Outside
Total Capacity @35 sq. ft.:			119		Total Capacity @25 sq. ft.:		0		Building @35 capacity limited by Playground Limitations	
Total # Children this Date: 33			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.:		0			

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A- 1 - 12 yrs	41	C

Comments

The investigation remains open on this date, pending additional information. Upon completion the finding will be reviewed with the provider and a final copy of the report will be sent.

The purpose of this visit was to conduct a follow up visit.

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.al.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

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 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)



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.al.ga.gov for more information. Free technical assistance is available!

wakesha jackson, Program Official

Date

Leena Mitchell, Regional Consultant

Date



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(Findings Report)

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Follow Up

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The following information is associated with a Complaint Investigation Follow Up:

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 3

Child # 1 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 2 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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 of three children's files were missing required information.

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: 7/24/2023

Recited on 7/20/2023

Health and Hygiene

591-1-1-.07 Children's Health

Not Met

Finding

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that one infant in classroom E had a pacifier attached to their clothing.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 7/21/2023

Recited on 7/20/2023

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 the program did not have evidence of emergency drills with the last six months.

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: 7/31/2023

Recited on 7/20/2023

Sleeping & Resting Equipment

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

Not Met

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined that infant crib sheets in classroom E were not tight-fitting as required.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 7/20/2023

Staff Records

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 that staff member #11 was hired on March 1, 2023, did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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 ensure the CRC rules are maintained.

Correction Deadline: 7/20/2023

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 that staff member #11 was hired on March 1, 2023, and did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center. The staff member was observed in classroom F working with one-year-old children.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will 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 to ensure the CRC rules are maintained.

Correction Deadline: 7/20/2023

591-1-1-.33 Staff Training

Defer

Correction Deadline: 2/25/2023

Corrected on 7/20/2023

.33(3) - The consultant observed the previous citation to be corrected in that the consultant observed evidence of newly hired staff members to have 10 hours of health and safety within 90 days of hire.

Defer

591-1-1-.33(5)- The previous citation was deferred due to the provider having until the end of December 31, 2023, to complete the required 10 hours of annual training. The consultant discussed with the provider to maintain a copy of their completed training certificates for the year 2023 in their personal file or via their Georgia Professional Development System account online.

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: 2/25/2023

Staffing and Supervision

Finding

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that on the playground there was one staff member and eleven children (1:11), the children in the mixed-age group included seven one-year-olds and four two-year-olds which is more than twenty percent of the youngest age of the group of children.

POI (Plan of Improvement)

The Center will provide adequate staff when there is a mixed-age group.

Correction Deadline: 7/20/2023