



**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: 1/13/2022 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 11:00 AM

CCLC-743

American Learning Centers

5598 Singleton Road Norcross, GA 30093 Gwinnett County
(770) 925-3181 sikri01@bellsouth.net

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@decal.ga.gov

Mailing Address

Same

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.
01/13/2022	Monitoring Visit	Good Standing	
09/02/2021	Licensing Study	Good Standing	
03/09/2021	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
Back	Back	GA PreK	2	19	C	21	C	NA	NA	Centers
Back	Front	GA PreK	2	19	C	21	C	NA	NA	Centers
Back	Middle	GA PreK	2	17	C	21	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 63						Total Capacity @25 sq. ft.: 197				
Bld. 1	1st Left	GA PreK	2	14	C	25	C	35	C	Circle Time
Bld. 1	1st Right	GA PreK	2	21	C	25	C	35	C	Centers
Bld. 1	Back Left - Left Side	Infants and One Year Olds	2	9	C	12	C	NA	NA	Free Play
Bld. 1	Back Left - Right Side	GA PreK	2	12	C	22	C	30	C	Centers
Bld. 1	Middle	Two Year Olds	2	12	C	14	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 98						Total Capacity @25 sq. ft.: 197				
House	Back	Three Year Olds and Four Year Olds	2	14	C	15	C	NA	NA	Centers
House	Front	GA PreK	2	19	C	21	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 36						Total Capacity @25 sq. ft.: 197				
Total # Children this Date: 156			Total Capacity @35 sq. ft.: 197			Total Capacity @25 sq. ft.: 197				

Building	Playground	Playground Occupancy	Playground Compliance

Comments



Background checks were all reviewed on January 12, 2022. A virtual inspection was conducted on January 13, 2022 with the director. An in-person visit was not conducted due to the COVID-19 pandemic.

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)

Minaz Lakdawala, Program Official

Date

Leena Mitchell, Consultant

Date



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

Findings Report

Date: 1/13/2022 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 11:00 AM

CCLC-743

American Learning Centers

5598 Singleton Road Norcross, GA 30093 Gwinnett County
(770) 925-3181 sikri01@bellsouth.net

Mailing Address
Same

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111
Fax: (706) 310-6944
leena.mitchell@dec.al.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A virtual walk through was conducted on this date due to the COVID-19 pandemic. Upon the virtual walk through, a variety of equipment was observed to be clean, properly secured, and in good repair.

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)

Met

Comment

A virtual walk through was conducted on this date due to the COVID-19 pandemic. The center appeared to be clean, well maintained, and safe from hazardous condition upon virtual walk through.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Staff stated 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**

Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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**

A virtual visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

591-1-1-.36 Transportation(CR)**Not Met****Comment**

Complete documentation of transportation observed.

Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # AGV 0238 - Expires June 25, 2022.
- Vehicle Tag #CEB 7236 - Expires June 25, 2022. Please monitor brakes (50% wear)
- Vehicle Tag #AGV 0225 - Expires June 25, 2022. Please monitor brakes (50%) and tires (50%)
- Vehicle Tag #BUD 8079 - Expires July 7, 2022. Please monitor brakes (60%) and tires (50%)

Comment

The vehicles had an approved fire extinguisher on this date.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that staff member #8 did not have evidence of transportation training prior to transporting children during the week of January 10, 2022.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 1/23/2022

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: 27

Records with Missing/Incomplete Components: 1

Staff # 1 Date of Hire: 07/13/2009	Met
Staff # 2 Date of Hire: 01/11/2016	Met
Staff # 3 Date of Hire: 10/15/2012	Met
Staff # 4 Date of Hire: 08/04/2014	Met
Staff # 5 Date of Hire: 04/09/2021	Met
Staff # 6 Date of Hire: 07/30/2014	Met
Staff # 7 Date of Hire: 09/07/2021	Met
Staff # 8 Date of Hire: 07/29/2019 <u>"Missing/Incomplete Components"</u> .36(3)(a-b)-2 hrs. Transportation Training missing	Not Met
Staff # 9 Date of Hire: 09/27/2001	Met
Staff # 10 Date of Hire: 02/01/2016	Met
Staff # 11 Date of Hire: 01/07/2021	Met
Staff # 12 Date of Hire: 01/06/2015	Met
Staff # 13 Date of Hire: 03/24/1999	Met
Staff # 14 Date of Hire: 08/05/2020	Met

Records Reviewed: 27

Records with Missing/Incomplete Components: 1

Staff # 15 Date of Hire: 09/13/2021	Met
Staff # 16 Date of Hire: 09/07/2021	Met
Staff # 17 Date of Hire: 09/22/2021	Met
Staff # 18 Date of Hire: 09/14/2012	Met
Staff # 19 Date of Hire: 02/08/2016	Met
Staff # 20 Date of Hire: 09/20/2021	Met
Staff # 21 Date of Hire: 08/01/2004	Met
Staff # 22 Date of Hire: 10/04/2004	Met
Staff # 23 Date of Hire: 07/28/2021	Met
Staff # 24 Date of Hire: 07/30/2018	Met
Staff # 25 Date of Hire: 08/25/2021	Met
Staff # 26 Date of Hire: 03/07/2019	Met
Staff # 27 Date of Hire: 07/31/2015	Met

Staff Credentials Reviewed: 21

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

Met

Comment

The director provided five files for staff members hired since the previous visit conducted on September 9, 2021. The consultant observed five of five newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper supervision of children, including being prompt to children's needs, was discussed with the Director on this date.

Comment

Please ensure that staff members are attentive and participating with all children during mealtimes and shall be seated within an arms length away from children 36-months of age and younger.