



**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:** 12/6/2022    **VisitType:** Licensing Study    **Arrival:** 11:05 AM    **Departure:** 2:30 PM

**CCLC-50904**

**Castial Academy LLC**

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CCLC-50904 castialacademy@gmail.com

**Regional Consultant**

Lynn Schnitzer

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Fax:

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**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
12/06/2022	Licensing Study	Good Standing
01/11/2022	Licensing Study	Good Standing
07/27/2021	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 Left/ GA pre-K	GA PreK	2	19	C	27	C	38	C	Transitioning, Music
Main	B Right/ 6wks - 2 years	One Year Olds and Two Year Olds	4	14	C	16	C	NA	NA	Nap
Main	C Back/ 3's and 4's	Three Year Olds and Four Year Olds	1	7	C	9	C	13	C	Nap
Total Capacity @35 sq. ft.: 52					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 40			Total Capacity @35 sq. ft.: 52			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A/Right - All Ages	69	C

**Comments**

The purpose of today's visit was to conduct a licensing study and to follow up from the previous visit conducted on January 11, 2021.

Plan of Improvement: Developed This Date 12/06/2022

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

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 user id 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.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

Diego Castiblanco, Program Official

Date

Lynn Schnitzer, Regional Consultant

Date



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**(Findings Report)**

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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)**

**Not Evaluated**

**Comment**

Center does not provide swimming activities.

**Children's Records**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08 - Please ensure that the parents update the following information as needed:

- Parents' work and contact information.
- Parents' work and personal address.
- Emergency contact persons' name and contact information.
- Release to persons' names and address.
- Doctor's name and contact information.
- Allergy/medical information

**Facility**

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

**Comment**

Bathrooms observed to be clean and well maintained.

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**591-1-1-.19 License Capacity(CR)** **Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Technical Assistance**

**Technical Assistance**

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children, such as, but not limited to:

- adult office supplies, such as white out, scissors, permanent markers
  - cleaning tools, such as mops, brooms, plungers
  - hygiene supplies, such as wipes, hand sanitizer
  - tripping or entanglement hazards such as loose cords
- 

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

**Technical Assistance**

591-1-1-.26 - Consultant discussed with director that trees located on the site may have structural issues that present an elevated level of risk and to consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk.

**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

**Comment**

Consultant observed updated feeding forms.

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

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)** **Not Met**

**Comment**

Staff stated proper knowledge of diapering procedures.

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the changing table had a porous, fabric cover in classroom B Right.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 12/6/2022**

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

Staff were observed to remind children to wash hands.

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**591-1-1-.20 Medications(CR)****Not Evaluated****Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Comment**

Program observed complete emergency drills

**Technical Assistance**

591-1-1-.21(1)(p) - Consultant discussed with director to ensure that the center's emergency preparedness plan contains procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations.

**Correction Deadline: 12/11/2022**

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**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

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**Safety**

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**591-1-1-.05 Animals****Not Evaluated****Comment**

Center does not keep animals on premises.

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

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

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

Center does not participate in field trips at this time.

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

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined based on review of records that the center did not have evidence of written parental authorization for routinely walking the children off -site for fifteen of fifteen transported children on file.

**POI (Plan of Improvement)**

The Center will obtain the required written parental authorization.

**Correction Deadline: 12/7/2022**

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**Sleeping & Resting Equipment**

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

No infants present. Staff stated knowledge of safe sleep practices.

**Technical Assistance**

591-1-1-.30(1)(d) - Consultant discussed with director to ensure that there is a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment and a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row.

**Correction Deadline: 12/6/2022**

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided five files for employees hired since last visit January 11, 2022.

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

Complete first aid kits observed in center.

**Comment**

The consultant observed all staff members hired more than 90-days to have evidence of a current first aid and CPR training card on file.

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**591-1-1-.33 Staff Training****Not Met****Correction Deadline: 2/10/2022****Corrected on 12/6/2022**

**.33(3) - The previous citation was observed to be corrected. Consultant observed all staff members hired more than 90-days to have evidence of health and safety orientation training on file.**

**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that staff #2, date of hire March 8, 2019, and staff #12, date of hire March 8, 2019 did not have evidence of ten (10) clock hours of diverse training on file for 2021.

**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: 1/5/2023**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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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.