



**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: 11/16/2021 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:30 AM **Departure:** 11:30 AM

CCLC-38865

Giselle Learning Academy

3900 Memorial College Ave Clarkston, GA 30021 DeKalb County
(404) 292-0750 a18dorcely@aol.com

Regional Consultant

Roslyn Williams

Phone: (770) 357-7020

Fax: (770) 357-7019

roslyn.williams@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.
11/16/2021	Complaint Investigation & Licensing Study	Good Standing	
11/04/2021	Incident Investigation Closure	Good Standing	
09/28/2021	Incident Investigation & Follow Up	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 - 1R	GA PreK	5	37	C	45	C	NA	NA	Transitioning, Nap
Main	B - 2R	GA PreK	3	20	C	22	C	31	C	Nap
Main	C - 3R	Two Year Olds	2	12	C	18	C	25	C	Transitioning
Main	D - 2L	Three Year Olds	2	12	C	12	C	17	C	Nap
Main	E - 1L	Infants	2	5	C	7	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 104						Total Capacity @25 sq. ft.: 125				
Total # Children this Date: 86			Total Capacity @35 sq. ft.: 104			Total Capacity @25 sq. ft.: 125				


Building	Playground	Playground Occupancy	Playground Compliance
Main	A - 1L	21	C
Main	B - Middle	13	C
Main	C - R	15	C
Main	Simi Circle Playground	117	C

Comments

- A virtual inspection was conducted on December 8, 2021 , with the (Director). An in-person visit was not conducted due to the COVID-19 pandemic.
- An Administrative Review was conducted on November 16, 2021 . Staff files, children’s files, training, and background checks were all reviewed.



Plan of Improvement: Developed This Date 11/16/2021

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)

Alexandra Cesar, Program Official

Date

Roslyn Williams, Consultant

Date



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Findings Report

Date: 11/16/2021 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:30 AM **Departure:** 11:30 AM

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The following information is associated with a Licensing Study 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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 5

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-DOB 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

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5

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, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that Center Staff did not document the addresses of the person(s) to whom the child may be released in four of five records reviewed. It was further determined that Center Staff did not document the date of birth of a child in one of five records reviewed.

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: 11/16/2021

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

No hazards observed accessible to children on this date.

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 state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Met

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)

Met

Comment

No medication dispensed.

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

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

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 18****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 02/05/2018	
Staff # 2	Met
Date of Hire: 02/11/2020	
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 06/06/2016	
Staff # 8	Met
Date of Hire: 06/05/2020	
Staff # 9	Met
Date of Hire: 10/02/2019	
Staff # 10	Met
Date of Hire: 05/06/2020	
Staff # 11	Met

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Date of Hire: 12/12/2019

Staff # 12 Met

Date of Hire: 06/13/2016

Staff # 13 Met

Date of Hire: 12/05/2020

Staff # 14 MetDate of Hire: 09/16/2021 Reminder - Health & Safety training is required within 90 calendar days of hiredStaff # 15 Met

Date of Hire: 08/24/2021

Staff # 16 Met

Date of Hire: 03/11/2018

Staff # 17 MetDate of Hire: 10/16/2021 Reminder - Health & Safety training is required within 90 calendar days of hiredStaff # 18 Met

Date of Hire: 01/02/2016

Staff Credentials Reviewed: 8**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

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

591-1-1-.33 - Discussed staff training. Please obtain required documentation.

Technical Assistance

591-1-1-.33(3) - Documentation procedures were discussed.

Correction Deadline: 12/16/2021**Comment**

591-1-1-.33(4) - It was determined based on review of records that the Center lacked documentation of training for the Director and the Nutrition Manager.

Correction Deadline: 12/16/2021**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

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