



**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: 12/2/2021 **VisitType:** Initial Licensing Study **Arrival:** 1:30 PM **Departure:** 3:00 PM

CCLC-54220

The Clarian Academy - Northlake

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Regional Consultant

Toni Williams

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Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
12/02/2021	Initial Licensing Study	Good Standing
07/29/2021	Initial Licensing Study	NA

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	1L-CR-A	3 year olds	Three Year Olds	1	4	C	26	C	NA	NA	Nap
Main	2L-CR-B	4 year olds	Four Year Olds	1	7	C	26	C	NA	NA	Nap
Main	3L-CR-C	5 year olds	Four Year Olds and Five Year Olds	1	3	C	26	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 78						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 14			Total Capacity @35 sq. ft.: 78			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground B	29	C

Comments

An in person Initial Licensing Study was conducted on December 2, 2021. Staff files, children's files, training, and background checks were all reviewed. The exit conference was conducted virtually on December 29, 2021 at 8:30 a.m. with the Director. Permanent License will be issued upon completion of the Exit Conference and signature pages returned to the consultant. PTO was granted on July 29, 2021. Facility does not carry Liability Insurance. Final COO was submitted which was the reason the facility was on a temporary license. The Center was initially approved for ages 4 and 5 year olds. During the visit on December 2, 2021 it was found that one of the licensed area was being utilized for a 3 year old classroom. The Center age groups will be from ages 3 to 5 years of age effective December 29, 2021. The License Capacity is 141.

Plan of Improvement: Developed This Date 12/02/2021

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.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 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.decal.ga.gov/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@decal.ga.gov

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decal.ga.gov.

- 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://decal.ga.gov/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)

Sonya Okoli, Program Official

Date

Toni Williams, Consultant

Date



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Findings Report

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Comment

Equipment and furniture observed to be properly secured.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **Met**

Comment

Center does not provide swimming activities. No pool observed on site.

Facility

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

Comment

Licensed capacity observed to be routinely met by center. The overall licensed capacity is 78 children.

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

No children enrolled who require diapering.

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

Proper handwashing observed throughout the center on this date.

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

Discussed medication documentation, administration and storage.

Organization

591-1-1-.16 Governing Body & License**Not Met****Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based upon observation that the Center was providing care for 3 year-olds without an application to amend or notification to the Consultant of these changes. The Center changed on the day of licensing to serve ages 4 year and 5 year old.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted for any future changes.

Correction Deadline: 12/2/2021

Safety

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

Age-appropriate discussion and/or redirection observed. Appropriate discipline was observed.

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

Center does not provide routine transportation or field trips. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hours transportation training prior to transporting children.

Sleeping & Resting Equipment

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

Center does not plan to serve infants and no cribs were evaluated on this date. The correct number of cots/mats, sheets, and cover were observed on this date.

Staff Records

Records Reviewed: 8**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 11/01/2021

Records Reviewed: 8

Records with Missing/Incomplete Components: 0

Staff # 2 Date of Hire: 04/16/2021	Met
Staff # 3 Date of Hire: 07/29/2021	Met
Staff # 4 Date of Hire: 08/27/2021	Met
Staff # 5 Date of Hire: 07/22/2021	Met
Staff # 6 Date of Hire: 07/29/2021	Met
Staff # 7 Date of Hire: 07/29/2021	Met
Staff # 8 Date of Hire: 07/29/2021	Met

Staff Credentials Reviewed: 0

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

Comment

Seven (7) of seven (7) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters 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) **Not Met**

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation that one child from the three-year old classroom, one child from the four-year old classroom and 2 children from the 5 year old classroom were in the hallway after naptime without proper supervision putting away their sheets and blankets.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times. Telephone Conference will be held on Thursday, December 30, 2021 @ 1:00 pm

Correction Deadline: 12/2/2021