



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: 7/19/2017 **VisitType:** Licensing Study **Arrival:** 10:50 AM **Departure:** 3:15 PM

CCLC-37862

White Oak Learning Academy #2

281 Prominence Court Dawsonville, GA 30534 Dawson County
 (706) 216-5437 jessicak@whiteoakacademy.com

Regional Consultant

Candace Gilbert
 Phone: (866) 371-4935
 Fax: (866) 371-7713
 candace.gilbert@decal.ga.gov

Mailing Address

2982 Grizzle Road
 Dawsonville, GA 30534

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.
07/19/2017	Licensing Study	Good Standing	
01/11/2017	Monitoring Visit	Good Standing	
12/12/2016	Complaint Closure	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	Room A 1L	Infants	2	11	C	15	C	NA	NA	Nap, Feeding, Diapering, Floor Play
Main	Room B 2LF	One Year Olds	3	11	C	16	C	NA	NA	Diapering, Lunch
Main	Room C 3L	Two Year Olds	2	15	C	20	C	NA	NA	Lunch
Main	Room E 1RT	Two Year Olds and Three Year Olds	2	17	C	22	C	NA	NA	Lunch
Main	Room F 2RT	Three Year Olds	2	15	C	24	C	NA	NA	Transitioning
Main	Room G 3RT	Four Year Olds	2	14	C	24	C	NA	NA	Transitioning
Main	Room H 4RT	Four Year Olds and Five Year Olds	2	23	C	27	C	NA	NA	Transitioning
Main	Room I Bk End	Six Year Olds and Over	3	22	C	36	C	NA	NA	Outside

Total Capacity @35 sq. ft.: 184

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 128

Total Capacity @35 sq. ft.: 184

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	B School- age	90	C
Main	Infant-Toddler	20	C
Main	Pre-schooler	64	C

Comments

The purpose of this visit was to complete a licensing study to follow up to the previous visit conducted on January 11, 2017. Consultant discussed October 2017 deadline for comprehensive background checks.

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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)

Jessica Kidd, Program Official

Date

Candace Gilbert, Consultant

Date



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Findings Report

Date: 7/19/2017 **VisitType:** Licensing Study **Arrival:** 10:50 AM **Departure:** 3:15 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on consultant's observation that in Classroom B 2LF the lesson plan was not current and was posted from the week of July 10, 2017. Additionally in Classroom F 2RT and Classroom G 3RT the lesson plan posted was from "week 2" of July and was not dated.

POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

Correction Deadline: 7/19/2017

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

Met

Comment

Observed-Variety Throughout Center

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

N/A

Comment

No Swimming Activities Provided

Children's Records

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

Met

Comment

Observed-Records Complete/Well Organized

Comment

Parent Authorizations Obtained/Completed

	Facility
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591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed Capacity Routinely Met

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

Not Met

Correction Deadline: 2/10/2017

Corrected on 7/19/2017

.25(11) - The flooring throughout the building was in good repair on this date.

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on consultant's observation that in the Classroom E 1RT "Butt Paste" was in a child's backpack within reach of children. Additionally the consultant observed hand sanitizer within reach of children in a child's backpack in Classroom I Bk End.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 7/19/2017

Finding

591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on consultant observation that there was base board peeling away from the wall in the bathroom in Classroom C 3L.

POI (Plan of Improvement)

To ensure the cleanliness, sanitation and safety of the environment, the center will repair the hot water tap.

Correction Deadline: 8/2/2017

Recited on 7/19/2017

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

Not Met

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on consultant's observation that there was inadequate resilient surface under the fall zones of the slide and metal climbing structure on the middle playground.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 7/29/2017

	Food Service
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591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(8) requires that a written statement be on file from a medical authority when a child requires a modified diet for medical reasons and from the child's Parent(s) when a child requires a modified diet for religious reasons. All caregiver Personnel shall be informed of the diet restriction for the child and only food that complies with the prescribed dietary regimen but still meets the food and nutrition requirements shall be served to the child. It was determined based on consultant's observation that six children did not have a written statement from a medical professional or a note from a parent citing religious reasons and were drinking almond or coconut milk in place of milk approved by the USDA.

POI (Plan of Improvement)

The Center will obtain the appropriate written statement and keep it on file, inform all caregiver Staff, and only serve the child food that complies, but still meets the nutrition requirements in these rules and will review and monitor.

Correction Deadline: 7/19/2017

591-1-1-.18 Kitchen Operations**Not Met****Finding**

591-1-1-.18(8) requires that containers of food be stored above the floor on clean surfaces protected from splash and other contamination. Containers for food storage other than the original container or package in which the food was obtained shall be impervious and non-absorbent, have tight-fitting lids or covers and labeled as to contents. It was determined based on consultant's observation that there were items in the refrigerator that appeared to be carrots and salad mix that were stored outside of their original containers and were not labeled.

POI (Plan of Improvement)

The Center will designate an appropriate area for the storage of containers of food, will make available containers, lids, and covers, and will train Staff on proper storage and labeling.

Correction Deadline: 7/19/2017

Health and Hygiene

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

Diapering requirements discussed with provider in regards to the proper use of wipes in place of hand washing.

Comment

Observed-Proper Diapering

Comment

Staff Stated Proper Knowledge

591-1-1-.17 Hygiene(CR)**Technical Assistance****Technical Assistance**

591-1-1-.17 - Please ensure that children wash hands with warm water.

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on consultant's review of records one medication authorization for emergency medication did not have the prescription number listed.

POI (Plan of Improvement)

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

Correction Deadline: 7/19/2017

Finding

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on consultant's observation that an asthma inhaler and TUMS was located in a child's backpack, that was hanging on a hood beneath cubbies and within reach of children in Classroom I Bk End.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 7/19/2017

Policies and Procedures

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

Comment

Observed-All Notices Posted. Consultant observed that center had current liability insurance.

Safety

591-1-1-.05 Animals **Met**

Comment

Animals Clean/Appropriately Caged

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

Comment

Observed-Discussion/Redirection

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

Comment

Observed-Complete Documentation

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

Technical Assistance

591-1-1-.36 - Consultant discussed with provider that all staff that participate in transportation should have transportation training every two years.

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 consultant's review of records that the director did not have current transportation training.

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: 7/29/2017

Technical Assistance

591-1-1-.36(4)(f)2 - Please ensure that transportation form contain TAG number or identifying number for each vehicle to ensure correct vehicle capacity.

Correction Deadline: 7/20/2017

Sleeping & Resting Equipment

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

Comment

Discussed-SIDS/Infant Sleeping Position

Staff Records

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment

Criminal Records Check complete

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

Comment

Observed-50% Certified First Aid & CPR

591-1-1-.33 Staff Training **Not Met**

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on consultant's review of records that one staff member did not complete the require six hours of new employee training within their first year of hire.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 8/18/2017

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on consultant's review of records that not all the staff at the center employed longer than one year had proof of the required 10 hours of annual training for the year 2016.

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: 8/18/2017

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

Met

Comment

Consultant discussed with provider requirements of Professional Learning Plans for lead teachers still enrolled in school.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

591-1-1-.32 Supervision(CR)

Met

Comment

Observed-Direct Supervision/Attentive Staff