



**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: 11/3/2020 **VisitType:** Licensing Study **Arrival:** 10:00 AM **Departure:** 10:45 AM

CCLC-15002

Westminster Christian Academy

1941 Shorter Avenue Rome, GA 30165 Floyd County
(706) 235-8561 hdaviswpc@bellsouth.net

Regional Consultant

Coty Cummings

Phone: (770) 357-4919

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coty.cummings@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
11/03/2020	Licensing Study	Good Standing
03/04/2020	Licensing Study	Good Standing
07/18/2019	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-3L Toddlers	One Year Olds	2	6	C	13	C	NA	NA	Outside
Main	B- 2L	Infants and One Year Olds	3	11	C	12	C	NA	NA	Free Play
Main	C-1R	Two Year Olds	2	14	C	16	C	NA	NA	Transitioning
Main	D- 2R	Two Year Olds	2	12	C	16	C	NA	NA	Circle Time
Main	E-3R	One Year Olds	2	12	C	14	C	NA	NA	Outside
Main	F-1L Infant	Infants	3	9	C	14	C	NA	NA	Nap,Floor Play
Main	Upstairs G 1st R 3's		0	0	C	13	C	NA	NA	Not In Use
Main	Upstairs H 2nd L 3's	Three Year Olds and Four Year Olds	2	14	C	14	C	NA	NA	Centers
Main	Upstairs I Pre-K 1st Left	Four Year Olds	2	15	C	15	C	NA	NA	Centers
Main	Upstairs J 3rd L	Three Year Olds	2	12	C	15	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 142

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 105

Total Capacity @35 sq. ft.: 142

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	48	C

Comments

An Administrative Review and Virtual Visit was conducted on November 3, 2020, with Director. Staff files, children's files, training, and background checks were all reviewed. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2020 was reviewed during the virtual inspection.

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.al.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

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.al.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://dec.al.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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Heather Davis, Program Official

Date

Coty Cummings, 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

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

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

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR) **Technical Assistance**

Technical Assistance

Consultant discussed with director staggering playground times so one class is outside at a time.

Correction Deadline: 11/3/2020

Food Service

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

Comment

Center does not serve meals. Parents bring children's lunches and snacks.

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

Comment

Center does not serve meals. Parents provide lunch and snack.

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

Proper hand washing observed throughout the center.

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

Staff were observed to maintain a positive learning environment on this date.
Redirection is stated to be used in the center.

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

Comment

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

SIDS rules observed met.

Staff Records

Records Reviewed: 23**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 10/09/2017	
Staff # 2	Met
Date of Hire: 05/19/2011	
Staff # 3	Met
Date of Hire: 08/15/2002	
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 04/03/2017	
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 10/27/2015	
Staff # 11	Met
Staff # 12	Met
Date of Hire: 12/17/2007	
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Date of Hire: 07/08/2016

Staff # 16 Met

Date of Hire: 08/22/2016

Staff # 17 Met

Date of Hire: 01/02/2019

Staff # 18 Met

Date of Hire: 07/22/2019

Staff # 19 Met

Date of Hire: 02/04/2019

Staff # 20 Met

Date of Hire: 08/01/2007

Staff # 21 Met

Date of Hire: 09/09/2010

Staff # 22 Met

Date of Hire: 08/15/2005

Staff # 23 Met

Date of Hire: 12/12/2016

Staff Credentials Reviewed: 13

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

Comment

Criminal record checks were observed to be complete.
Consultant discussed with director, one employee who's CBC will be expiring.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

Adequate supervision observed on this date.