



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: 9/4/2019 **VisitType:** Incident Investigation & Follow Up **Arrival:** 9:00 AM **Departure:** 1:15 PM

CCLC-18144

Winnford Academy

5796 Hog Mountain Rd. Flowery Branch, GA 30542 Hall County
 (770) 945-3338 admin@winnford.com

Regional Consultant

Malissa Champion

Phone: (770) 357-4925

Fax: (770) 357-4924

malissa.champion@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★ ★

Compliance Zone Designation		
09/04/2019	Incident Investigation & Follow Up	Good Standing
09/04/2019	Incident Investigation Closure	Good Standing
02/13/2019	Licensing Study	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	Room A	Infants	2	10	C	12	C	NA	NA	Feeding, Floor Play, Nap
Main	Room B	One Year Olds	2	8	C	19	C	NA	NA	Free Play
Main	Room C	One Year Olds	2	12	C	17	C	NA	NA	Music
Main	Room D	One Year Olds and Two Year Olds	2	17	C	23	C	NA	NA	Outside
Main	Room E	PreK	2	22	C	22	C	NA	NA	Centers
Main	Room F	PreK	2	21	C	37	C	NA	NA	Circle Time
Main	Room H	Three Year Olds and Four Year Olds	2	11	C	23	C	NA	NA	Centers
Main	Room I	Three Year Olds	2	8	C	22	C	NA	NA	Story
Main	Room J	Two Year Olds and Three Year Olds	2	14	C	22	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 197						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 123						Total Capacity @35 sq. ft.: 197				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left-side	131	C
Main	Preschool playground	136	C

Comments

The purpose of this visit was to conduct a complaint investigation follow-up and to follow up on the previous visit conducted on February 13, 2019.

Plan of Improvement: Developed This Date 09/04/2019

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

Joshua Potters, Program Official

Date

Malissa Champion, Consultant

Date



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

Findings Report

Date: 9/4/2019 VisitType: Incident Investigation & Follow Up Arrival: 9:00 AM Departure: 1:15 PM

CCLC-18144

Winnford Academy

5796 Hog Mountain Rd. Flowery Branch, GA 30542 Hall County
(770) 945-3338 admin@winnford.com

Mailing Address
Same

Regional Consultant

Malissa Champion

Phone: (770) 357-4925

Fax: (770) 357-4924

malissa.champion@decal.ga.gov

The following information is associated with a Incident Investigation & Follow Up:

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Correction Deadline: 2/18/2019

Corrected on 9/4/2019

.21(3) -The previous citation was observed to be corrected on this date. Consultant observed all of the emergency procedure documentation to be maintained on this date.

Safety

591-1-1-.36 Transportation(CR)

Met

Correction Deadline: 2/28/2019

Corrected on 9/4/2019

.36(4)(f)1. - The previous citation was observed to be corrected on this date. Consultant observed all of the seat belts to be in good repair on this date.

Sleeping & Resting Equipment

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

Met

Correction Deadline: 2/13/2019

Corrected on 9/4/2019

.30(1)(a)3 - The previous citation was observed to be corrected on this date. Consultant observed all crib sheets to be tight fitting and in good repair on this date.

Staff Records

Staff # 1	Met
Date of Hire: 08/04/2014	
Staff # 2	Met
Date of Hire: 09/13/2017	
Staff # 3	Met
Date of Hire: 05/13/2019	
Staff # 4	Met
Date of Hire: 01/11/2016	
Staff # 5	Met
Date of Hire: 06/04/2018	
Staff # 6	Met
Date of Hire: 04/03/2017	
Staff # 7	Met
Date of Hire: 09/03/2019	
Staff # 8	Met
Date of Hire: 08/05/2019	
Staff # 9	Met
Date of Hire: 06/01/2011	
Staff # 10	Met
Date of Hire: 10/30/2017	
Staff # 11	Not Met
Date of Hire: 09/03/2019	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 12	Met
Date of Hire: 01/30/2012	
Staff # 13	Met
Date of Hire: 04/29/2013	
Staff # 14	Met
Date of Hire: 05/30/2019	
Staff # 15	Met

Records Reviewed: 20**Records with Missing/Incomplete Components: 1**

Date of Hire: 02/24/2016

Staff # 16 Met

Date of Hire: 01/19/2015

Staff # 17 Met

Date of Hire: 07/30/2018

Staff # 18 Met

Date of Hire: 09/20/2006

Staff # 19 Met

Date of Hire: 08/12/2019

Staff # 20 Met

Date of Hire: 08/21/2006

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Director provided 14 files for employees hired since last visit on February 13, 2019.

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that one (1) of 34 staff members was present without evidence of a valid and current satisfactory Comprehensive Records Check Determination on file. A one-day letter was left on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will view the A to Z Background Check video units to ensure the CRC rules are maintained.

Correction Deadline: 9/4/2019**591-1-1-.33 Staff Training****Met****Correction Deadline: 3/15/2019****Corrected on 9/4/2019**

.33(3) - The previous citation was observed to be corrected on this date. Consultant observed documentation of required staff training.

Correction Deadline: 3/15/2019

Corrected on 9/4/2019

.33(6) - The previous citation was deferred due to the center having until the end of December 2019 to complete the required 10 hours of annual training for the year 2019.