



**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:** 1/14/2020    **VisitType:** Licensing Study    **Arrival:** 9:50 AM    **Departure:** 3:00 PM

**CCLC-30381**

**The Goddard School**

5055 Peachtree Pkwy Norcross, GA 30092 Gwinnett County  
 (770) 446-7939 dpeachtreecornersga@goddardschools.com

**Mailing Address**

5055 Peachtree Pkwy  
 Peachtree Corners, GA 30092

**Regional Consultant**

Ashley Cunningham

Phone: (866) 374-9389

Fax: (866) 375-0880

Ashley.Cunningham@dec.al.ga.gov

Joint with: Melissa McFarlin

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
01/14/2020	Licensing Study	Good Standing	
08/13/2019	Monitoring Visit	Good Standing	
06/24/2019	Licensing Study	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	Back Left	Two Year Olds and Three Year Olds	3	18	C	24	C	NA	NA	Centers
Main	Back Right	Four Year Olds and Five Year Olds	1	7	C	21	C	30	C	Centers
Main	First Right	Three Year Olds and Four Year Olds	3	24	C	25	C	NA	NA	Centers
Main	Fourth Left	Two Year Olds	3	17	C	18	C	NA	NA	Story
Main	Front Left	Infants	4	10	C	21	C	NA	NA	Feeding,Nap,Flo or Play
Main	Second Left	One Year Olds	2	11	C	11	C	NA	NA	Free Play
Main	Second Right	Four Year Olds and Five Year Olds	2	18	C	21	C	NA	NA	Art,Free Play
Main	Third Left	One Year Olds	3	12	C	17	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 158						Total Capacity @25 sq. ft.: 167				
Total # Children this Date: 117						Total Capacity @25 sq. ft.: 167				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Play A	40	C
Main	Play B-Infant	58	C

**Comments**

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.

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#### 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](mailto: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.

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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](mailto:qualityrated@dec.al.ga.gov)

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Sharon Washington, Program Official

Date

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Ashley Cunningham, Consultant

Date

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Melissa McFarlin, Consultant

Date



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### Findings Report

**Date:** 1/14/2020 **VisitType:** Licensing Study **Arrival:** 9:50 AM **Departure:** 3:00 PM

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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**

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: 2**

**Records with Missing/Incomplete Components: 2**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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**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 the consultant review of child files that two out of five files was missing the address of releases person.

**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: 1/14/2020**

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

**Technical Assistance**

591-1-1-.25(3) - Please ensure that the small areas of peeling paint in the back right room on the right wall is covered or repaired.

**Correction Deadline: 1/14/2020****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on a the consultant observation that the ventilation fan the the first right room was not working

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 1/14/2020**

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**591-1-1-.26 Playgrounds(CR)****Met****Comment**

Playground observed to be clean and in good repair.

## Food Service

### 591-1-1-.15 Food Service & Nutrition

Met

#### Comment

Center menu meets USDA guidelines.

## Health and Hygiene

### 591-1-1-.10 Diapering Areas & Practices(CR)

Met

#### Comment

Proper diapering procedures observed.

#### Comment

Staff state proper knowledge of diapering procedures.

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

Not Met

#### Comment

Proper hand washing observed throughout the center.

#### Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on the consultant observation that the children could not properly wash their hands in the Second Left room in that there was no warm running water.

#### POI (Plan of Improvement)

The Center will train Staff on required hand washing for children and Staff will ensure children's hands are washed when required. The center will use the adjoining one year old room to wash hands until the hot water is repaired. The center will maintain ratio compliance when doing so.

**Correction Deadline: 1/14/2020**

#### Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on the consultant observation that the staff could not properly wash their hands in the Second Left room in that there was no warm running water.

#### POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

**Correction Deadline: 1/14/2020**

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

Met

#### Comment

Documentation for medication dispensing observed complete.

## Policies and Procedures

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**591-1-1-.21 Operational Policies & Procedures****Technical Assistance****Technical Assistance**

591-1-1-.21(3) - Please ensure that you document all lock down drills.

**Correction Deadline: 1/19/2020**

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**Safety**

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

Center does not keep animals on premises.

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

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

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

Center does not participate in field trips at this time.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Comment**

The consultant discussed SIDS and infant sleeping position with infant teachers and they stated proper knowledge of safe sleep practices.

**Finding**

591-1-1-.30(4). requires that if cots and mats are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. When storage is available and used for the storage of cots and mats that allows the cots, mats and any bedding to be stored without touching any other cots, mats or bedding, the bedding may be left on the cot or mat. When such storage is not available for the cots and mats, each child's bedding shall be kept separate from other children's bedding and stored in containers marked for individual use, such as, but not limited to, bins, cubbies, or bags. It was determined based on the consultant observation that the sheets were on the mats in Second Right room (PreK) and were touching one another.

**POI (Plan of Improvement)**

The Center will store cots and mats so children do not have access to them and they don't take up play space and will store them so each child's bedding is separate from the others.

**Correction Deadline: 1/14/2020**

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**Staff Records**

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Staff # 1	Met
Staff # 2	Not Met
Date of Hire: 01/01/2010	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Dissatisfied	
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Date of Hire: 02/02/2018	
Staff # 7	Met
Date of Hire: 06/16/2018	
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 07/31/2019	
Staff # 11	Met
Date of Hire: 08/26/2019	
Staff # 12	Met
Date of Hire: 12/21/2017	
Staff # 13	Met
Date of Hire: 08/28/2018	
Staff # 14	Met
Date of Hire: 01/20/2014	
Staff # 15	Met
Date of Hire: 03/29/2019	
Staff # 16	Met
Date of Hire: 08/01/2019	
Staff # 17	Met



Staff # 18

Met

**Staff Credentials Reviewed: 11**

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

**Not Met**

**Comment**

Criminal record checks were observed to be complete.

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of staff records that staff #3 was an Independent Contractor who had a valid satisfactory Comprehensive Records Check Determination letter issued by the Department on file but it was not ported to the center in a timely manner.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. 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 ensure CRC rules are maintained.

**Correction Deadline: 1/14/2020**

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

**Met**

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Met**

**Comment**

Documentation observed of required staff training.

**Correction Deadline: 7/24/2019**

**Corrected on 1/14/2020**

**.33(6) - Previous citation corrected in that annual training was observed for all staff.**

**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.

**Comment**

Discussed combining children of mixed ages. A 2 year old placement form was left at the center.

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

**Met**

**Comment**

Adequate supervision observed on this date.