



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: 10/21/2021 **VisitType:** Licensing Study

Arrival: 2:05 PM

Departure: 3:20 PM

CCLC-32407

The Goddard School

140 Foster Road Woodstock, GA 30188 Cherokee County
 (770) 720-1311 ava@cantongoddard.com

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

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rachael.brown@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
10/21/2021	Licensing Study	Good Standing	
05/18/2021	Monitoring Visit	Good Standing	
10/22/2020	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	A- First Right	Infants	1	4	C	13	C	NA	NA	Floor Play,Nap,Feeding
Main	B 2nd Right	Infants and One Year Olds	2	9	C	10	C	NA	NA	Diapering,Free Play
Main	C 3rd Right	One Year Olds	1	6	C	10	C	NA	NA	Free Play
Main	D 4th Right	Two Year Olds	1	8	C	17	C	NA	NA	Outside
Main	E - 5th Right	Two Year Olds and Three Year Olds	2	13	C	17	C	NA	NA	Circle Time,Transitioning
Main	F- Right hall 1st Left	Four Year Olds	1	13	C	22	C	NA	NA	Story
Main	G- Right Hall 2nd Left	Three Year Olds	1	13	C	20	C	NA	NA	Outside
Main	H - 1st Left	Three Year Olds	2	12	C	22	C	NA	NA	Circle Time
Main	I - 2nd Left	Three Year Olds	1	14	C	21	C	NA	NA	Free Play
Main	J- Gym		0	0	C	23	C	NA	NA	Not In Use
Main	K- Afterschool		0	0	C	31	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 206						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 92			Total Capacity @35 sq. ft.: 206			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A Right Side	39	C
Main	Playground B Back	67	C

Comments

An Administrative Review was conducted on October 20, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on October 20, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 10/21/2021

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.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

Ava Stuck, Program Official

Date

Rachael Brown, 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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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: 5

Records with Missing/Incomplete Components: 4

Child # 1	Met
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u> .08(1)-Allergies and Disabilities	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u> .08(1)-Allergies and Disabilities	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u> .08(1)-Allergies and Disabilities	
Child # 5	Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

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 review of records that three of five children's files did not have a statement regarding known allergies or disabilities. In addition, one of five children's file did not have the address for the persons to whom the child may be released.

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: 10/25/2021

Facility

591-1-1-.06 Bathrooms

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Bathrooms observed to be clean and well maintained.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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

Met

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. 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.

Comment

Please ensure that infant feeding forms are updated regularly.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appears clean and well organized.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper diapering procedures observed.

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

591-1-1-.17(8) -A Virtual Visit was conducted due to the COVID-19 pandemic. Ensure staff wash their hands before applying gloves for diapering.

Correction Deadline: 10/21/2021

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

Discussed proper medication documentation and procedures.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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

Observed all required posted notices.

591-1-1-.29 Required Reporting**Met****Comment**

Thank you for reporting as required.

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date. Redirection stated to be used throughout the center.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

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.

Sleeping & Resting Equipment

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 22**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 04/20/2015	Met
Staff # 2 Date of Hire: 07/31/2015	Met
Staff # 3 Date of Hire: 10/15/2020	Met
Staff # 4	Met
Staff # 5 Date of Hire: 09/02/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6 Date of Hire: 09/29/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 09/16/2020	Met
Staff # 8 Date of Hire: 07/31/2014	Met
Staff # 9 Date of Hire: 01/25/2021	Met
Staff # 10 Date of Hire: 08/13/2012	Met

Records Reviewed: 22**Records with Missing/Incomplete Components: 0**

Staff # 11	Met
Date of Hire: 09/06/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Date of Hire: 09/20/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 13	Met
Date of Hire: 08/31/2020	
Staff # 14	Met
Date of Hire: 09/07/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15	Met
Date of Hire: 10/05/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16	Met
Date of Hire: 02/04/2019	
Staff # 17	Met
Date of Hire: 05/09/2011	
Staff # 18	Met
Staff # 19	Met
Date of Hire: 07/30/2020	
Staff # 20	Met
Date of Hire: 08/18/2013	
Staff # 21	Met
Date of Hire: 04/29/2010	
Staff # 22	Met
Date of Hire: 10/24/2018	

Staff Credentials Reviewed: 15

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)	Not Met
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Comment

Director provided five files for employees hired since last visit.

Finding

591-1-1-.09(1)(k) requires that for portability for 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 or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a Student-in-Training if the individual's Records Check Clearance Date is within the preceding 24 months from the hire date, the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, 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 observation that a Student-in-Training was present in the center with a valid satisfactory comprehensive records check that was within the portability period and had not been electronically ported the center. A portability request was submitted on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that only the most recently issued determination letter is electronically ported for Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination or a satisfactory Comprehensive Records Check Determination letter issued by the Department for a Student-in-Training if the individual's Records Check Clearance Date is within the preceding 24 months from the hire date, the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, 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 view videos to ensure CRC rules are maintained.

Correction Deadline: 10/21/2021

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Complete first aid kits observed in center and on vehicles.

Comment

Please be mindful of CPR/First Aid training expiration dates.

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

Documentation observed of required staff training.

Comment

591-1-1-.33(4) - Ensure four clock hours of Food Preparation and Nutrition from a Department approved entity is obtained for the Director and all persons involved in food preparation.

Correction Deadline: 11/20/2021

591-1-1-.31 Staff(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Please obtain official copies of lead teacher credentials for staff files.

Staffing and Supervision
591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.