



**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: 5/17/2018 **VisitType:** Monitoring Visit **Arrival:** 9:10 AM **Departure:** 1:00 PM

CCLC-32407

The Goddard School

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

Regional Consultant

Karyn Presley

Phone: (770) 342-7904

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karyn.presley@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
05/17/2018	Monitoring Visit	Good Standing
12/05/2017	Licensing Study	Good Standing
05/01/2017	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- First Right	Infants	3	9	C	13	C	NA	NA	Nap, Free Play, Feeding, Floor Play
Main	B 2nd Right	Infants and One Year Olds	1	6	C	10	C	NA	NA	Music
Main	C 3rd Right	One Year Olds	2	9	C	10	C	NA	NA	Art
Main	D 4th Right	Two Year Olds	2	12	C	17	C	NA	NA	Free Play
Main	E - 5th Right	Two Year Olds and Three Year Olds	2	13	C	17	C	NA	NA	Free Play
Main	F- Right hall 1st Left	Four Year Olds and Five Year Olds	2	17	C	22	C	NA	NA	Centers
Main	G- Right Hall 2nd Left	Two Year Olds and Three Year Olds	2	18	C	20	C	NA	NA	Centers
Main	H - 1st Left	Four Year Olds and Five Year Olds	2	17	C	22	C	NA	NA	Centers
Main	I - 2nd Left	Four Year Olds and Five Year Olds	1	13	C	21	C	NA	NA	Transitioning, Circle Time
Total Capacity @35 sq. ft.: 152						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 114						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A Right Side	39	C

Comments

Plan of Improvement: Developed This Date 05/17/2018

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.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 1/2 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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.	
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

Karyn Presley, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

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)

Met

Comment

Center does not provide swimming activities.

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

Correction Deadline: 12/5/2017

Corrected on 5/17/2018

.25(7) - Previous citation was observed to be corrected. Please remember doors unapproved for childcare must be locked or latched.

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

Met

Comment

Playground observed to be clean and in good repair.

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

Staff were observed to remind children to wash hands.

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

Comment

No medications given at this time per providers statement

Safety

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

Comment

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

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

Comment

Complete documentation of transportation observed.

Comment

Reminder about transportation training requirement every two years

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 26

Records with Missing/Incomplete Components: 10

Staff # 1	Met
Date of Hire: 07/31/2015	
Staff # 2	Met
Date of Hire: 08/09/2010	
Staff # 3	Met
Date of Hire: 04/16/2018	
Staff # 4	Met
Date of Hire: 08/19/2013	
Staff # 5	Not Met
Date of Hire: 02/22/2018	

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 6 Met
Date of Hire: 04/30/2018

Staff # 7 Met
Date of Hire: 01/01/2017

Staff # 8 Not Met
Date of Hire: 10/16/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 9 Met
Date of Hire: 07/31/2014

Staff # 10 Not Met
Date of Hire: 10/12/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 11 Met
Date of Hire: 04/20/2010

Staff # 12 Met
Date of Hire: 08/13/2012

Staff # 13 Met
Date of Hire: 11/08/2016

Staff # 14 Not Met
Date of Hire: 11/20/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 15 Not Met
Date of Hire: 04/24/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(4)-1st Yr. Training 4 Hrs. Missing

Staff # 16 Met
Date of Hire: 05/18/2011

Records Reviewed: 26**Records with Missing/Incomplete Components: 10**

Staff # 17 Date of Hire: 08/29/2014	Met
Staff # 18 Date of Hire: 07/01/2010	Met
Staff # 19 Date of Hire: 03/24/2017 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate,.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(4)-1st Yr. Training 4 Hrs. Missing	Not Met
Staff # 20 Date of Hire: 08/03/2016 <u>"Missing/Incomplete Components"</u> .33(4)-1st Yr. Training - 10 hrs.,.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing	Not Met
Staff # 21 Date of Hire: 04/16/2018	Met
Staff # 22 Date of Hire: 02/13/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing,.33(3)-Health & Safety Certificate	Not Met
Staff # 23 Date of Hire: 04/29/2010	Met
Staff # 24 Date of Hire: 12/12/2016	Met
Staff # 25 Date of Hire: 09/25/2017 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 26 Date of Hire: 10/06/2017 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met

Staff Credentials Reviewed: 26

Comment

Director provided four files for employees hired since last visit.

Finding

591-1-1-.09(1)(g) requires Provisional Employees hired on or after January 1, 2014 to have a satisfactory Preliminary Records Check Determination. A Provisional Employee cannot reside at the Center or be present at the Center while children are present for care for more than 21 days from the date of hire or first day of residency without first submitting both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on consultants review of records that one staff member has a fingerprint application submitted but has not gotten their fingerprints scanned and is past the 21 days of hire. The employee has a satisfactory local records check.

POI (Plan of Improvement)

The Center will ensure that Provisional Employees hired on or after January 1, 2014 have a satisfactory Preliminary Records Check Determination. The Center will have a plan to ensure that Provisional Employees hired on or after January 1, 2014 submit a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site within 21 days from the date of hire or the first day of residency. The Center will not allow a provisional employee to be at the Center while children are present if this requirement is not met.

Correction Deadline: 5/17/2018

Correction Deadline: 12/5/2017

Corrected on 5/17/2018

.09(1)(i) - Previous citation was observed to be corrected in that the staff member now has a satisfactory records check

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

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on consultants review of records that one employee does not have complete orientation and has been in a classroom.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 5/17/2018

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on consultants review of records that nine staff do not have health and safety orientation completed.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 6/7/2018

Recited on 5/17/2018

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 consultants review of records that three staff members past the 12 months of hire do not have first year training.

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: 6/16/2018

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.