



**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:** 7/17/2018    **VisitType:** Licensing Study    **Arrival:** 10:35 AM    **Departure:** 1:50 PM

**CCLC-37862**

**White Oak Learning Academy #2**

281 Prominence Court Dawsonville, GA 30534 Dawson County  
 (706) 216-5437 jessicak@whiteoakacademy.com

**Regional Consultant**

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@decals.ga.gov

**Mailing Address**

2982 Grizzle Road  
 Dawsonville, GA 30534

**Quality Rated:** ★ ★ ★

<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.
07/17/2018	Licensing Study	Good Standing	
02/02/2018	Monitoring Visit	Good Standing	
07/19/2017	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	Room A 1L	Infants	3	13	C	15	C	NA	NA	Nap, Floor Play, Feeding
Main	Room B 2LF	One Year Olds	2	10	C	16	C	NA	NA	Floor Play
Main	Room C 3L	Two Year Olds	2	11	C	20	C	NA	NA	Transitioning
Main	Room E 1RT	Two Year Olds	2	14	C	22	C	NA	NA	Music
Main	Room F 2RT	Three Year Olds	2	16	C	24	C	NA	NA	Outside
Main	Room G 3RT	Four Year Olds	2	18	C	24	C	NA	NA	Outside
Main	Room H 4RT	Five Year Olds and Six Year Olds and Over	5	21	C	27	C	NA	NA	Field Trip
Main	Room I Bk End	Six Year Olds and Over	1	15	C	36	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 184						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 118						Total Capacity @35 sq. ft.: 184				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	B School- age	90	C
Main	Infant-Toddler	20	C
Main	Pre-schooler	64	C


**Comments**

Follow up to the previous Monitoring Visit that was conducted on February 2, 2018 was completed on this date.

Decal Koala Incident Reports were Discussed.

Plan of Improvement: No Plan Developed

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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.decals.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@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

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Jessica Kidd, Program Official

Date

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Colleen Covey, 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 variety of equipment and toys were observed throughout the center.

**Comment**

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

**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: 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.

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

Bathrooms observed to be clean and well maintained.

<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed capacity observed to be routinely met by center.

<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

Center appears clean and well maintained.

<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Correction Deadline: 2/16/2018**

**Corrected on 7/17/2018**

**.26(8) - Rubber mulch was added below the climbing structure and in the fall zones.**

**Correction Deadline: 2/2/2018**

**Corrected on 7/17/2018**

**.26(9) - Rubber mulch was added below the climbing structure.**

<b>Food Service</b>
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<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
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**Comment**

Center menu meets USDA guidelines.

<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
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**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Proper diapering procedures observed.

<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Proper hand washing observed throughout the center.

<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

Documentation for medication dispensing observed complete.

<b>Safety</b>
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**591-1-1-.05 Animals** **N/A**

**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**

Field trip documentation observed to be complete.

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

**Comment**

Complete documentation of transportation observed.  
Annual vehicle inspections were observed completed on June 13, 2018.  
Vehicles were not on site and observed on this date.

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**Sleeping & Resting Equipment**

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

**Comment**

Pleasant naptime environment observed.

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**Staff Records**

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**Records Reviewed: 29**

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

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Staff # 1	Met
Date of Hire: 08/20/2007	
Staff # 2	Met
Date of Hire: 04/02/2018	
Staff # 3	Met
Date of Hire: 08/24/2016	
Staff # 4	Met
Date of Hire: 09/15/2017	
Staff # 5	Met
Date of Hire: 08/17/2017	
Staff # 6	Met
Date of Hire: 08/07/2017	
Staff # 7	Met
Date of Hire: 01/03/2015	
Staff # 8	Met

Date of Hire: 09/01/2016

Staff # 9 Met

Date of Hire: 08/15/2013

Staff # 10 Met

Date of Hire: 08/07/2017

Staff # 11 Met

Date of Hire: 05/09/2018

Staff # 12 Met

Date of Hire: 03/05/2018

Staff # 13 Met

Date of Hire: 04/30/2018

Staff # 14 Met

Date of Hire: 08/31/2006

Staff # 15 Met

Date of Hire: 08/03/2015

Staff # 16 Met

Date of Hire: 06/05/2017

Staff # 17 Met

Date of Hire: 10/07/2014

Staff # 18 Met

Date of Hire: 07/29/2007

Staff # 19 Met

Date of Hire: 01/16/2018

Staff # 20 Met

Date of Hire: 07/31/2017

Staff # 21 Met

Date of Hire: 05/03/2018

Staff # 22 Met

Date of Hire: 07/31/2017

Staff # 23 Met

Date of Hire: 02/05/2018

**Records Reviewed: 29**

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

Staff # 24 Date of Hire: 08/14/2017	Met
Staff # 25 Date of Hire: 11/01/2016	Met
Staff # 26 Date of Hire: 04/23/2018	Met
Staff # 27 Date of Hire: 03/26/2018	Met
Staff # 28 Date of Hire: 06/11/2018	Met
Staff # 29 Date of Hire: 06/30/2008	Met

**Staff Credentials Reviewed: 29**

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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal records checks were observed to be complete.

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

**Comment**

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

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

**Comment**

Documentation observed of required staff training.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Adequate supervision observed on this date.