



**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

**Cover Sheet**

**Date:** 10/26/2021 **VisitType:** Licensing Study

**Arrival:** 1:00 PM

**Departure:** 2:30 PM

**CCLC-15002**

**Westminster Christian Academy**

1941 Shorter Avenue Rome, GA 30165 Floyd County  
(706) 235-8561 hdaviswpc@bellsouth.net

**Regional Consultant**

Chasity Baugh

Phone: (770) 357-1717

Fax: (770) 357-1720

chasity.baugh@decals.ga.gov

**Mailing Address**

Same

**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.
10/26/2021	Licensing Study	Good Standing	
06/15/2021	Monitoring Visit	Good Standing	
11/03/2020	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-3L Toddlers	One Year Olds	3	12	C	13	C	NA	NA	Nap, Transitioning
Main	B- 2L	Infants	3	10	C	12	C	NA	NA	Floor Play
Main	C-1R	Two Year Olds	2	13	C	16	C	NA	NA	Nap
Main	D- 2R	One Year Olds and Two Year Olds	2	12	C	16	C	NA	NA	Nap
Main	E-3R	One Year Olds	2	14	C	14	C	NA	NA	Nap
Main	F-1L Infant	Infants	3	10	C	14	C	NA	NA	Nap, Floor Play
Main	Upstairs G 1st R 3's	Four Year Olds	2	8	C	13	C	NA	NA	Nap
Main	Upstairs H 2nd L 3's	Three Year Olds	2	8	C	14	C	NA	NA	Nap
Main	Upstairs I Pre-K 1st Left		0	0	C	15	C	NA	NA	
Main	Upstairs J 3rd L	Three Year Olds	2	13	C	15	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 142						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 100			Total Capacity @35 sq. ft.: 142			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	48	C

### Comments

An Administrative Review was conducted on October 26, 2012. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 26, 2012 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 10/26/2021

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.state.ga.us/CCS/Regulations.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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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)

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Heather Davis, Program Official

Date

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Chasity Baugh, 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.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Center does not provide swimming activities.

#### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

**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**

**Comment**

Center appears clean and well maintained.

**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

N/A

**Comment**

Center does not serve food. Children bring meals and snacks from home. Center observes food to ensure it meets policy.

591-1-1-.18 Kitchen Operations

N/A

**Comment**

Center does not have a kitchen.

**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)

N/A

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

591-1-1-.29 Required Reporting

N/A

**Comment**

Thank you for reporting as required.

**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)

N/A

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Met

**Comment**

Discussed SIDS and infant sleeping position.

**Staff Records**

Records Reviewed: 25

Records with Missing/Incomplete Components: 5

Staff # 1

Met

Date of Hire: 10/09/2017

Staff # 2 Date of Hire: 09/01/2021	Met
Staff # 3 Date of Hire: 06/01/2021 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 4 Date of Hire: 08/10/2015	Met
Staff # 5 Date of Hire: 08/15/2002	Met
Staff # 6 Date of Hire: 08/24/2015	Met
Staff # 7 Date of Hire: 06/01/2020	Met
Staff # 8 Date of Hire: 11/17/2020	Met
Staff # 9 Date of Hire: 04/03/2017	Met
Staff # 10 Date of Hire: 07/30/2018	Met
Staff # 11 Date of Hire: 07/30/2018	Met
Staff # 12 Date of Hire: 07/31/2020	Met
Staff # 13 Date of Hire: 12/17/2007 <u>"Missing/Incomplete Components"</u> .14(2)-First Aid Missing,.14(2)-CPR missing	Not Met
Staff # 14 Date of Hire: 08/24/2020	Met
Staff # 15	Met

**Records Reviewed: 25****Records with Missing/Incomplete Components: 5**

Date of Hire: 11/09/2020

Staff # 16 Met

Date of Hire: 09/09/2020

Staff # 17 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 18 Met

Date of Hire: 01/02/2019

Staff # 19 Met

Date of Hire: 05/29/2018

Staff # 20 Met

Date of Hire: 07/22/2019

Staff # 21 Not Met

Date of Hire: 02/04/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 22 Met

Date of Hire: 09/09/2010

Staff # 23 Met

Date of Hire: 08/15/2005

Staff # 24 Met

Date of Hire: 12/12/2016

Staff # 25 Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**Staff Credentials Reviewed: 12****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

**591-1-1-.14 First Aid & CPR Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of documents that the following staff members are not certified in CPR and First Aid, #3, #13, #17, #21 and #25.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 11/25/2021**

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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**

Staff observed to provide direct supervision and be attentive to children's needs.