



**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:** 1/25/2023    **VisitType:** Monitoring Visit    **Arrival:** 9:25 AM    **Departure:** 11:55 AM

**CCLC-15002**

**Westminster Christian Academy**

1941 Shorter Avenue Rome, GA 30165 Floyd County  
 (706) 235-8561 kelkinswca@gmail.com

**Region Consultant**

Chasity Baugh

Phone: (770) 357-1717  
 Fax: (770) 357-1720  
 chasity.baugh@dec.al.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.
01/25/2023	Monitoring Visit	Good Standing	
08/15/2022	Complaint Investigation Follow Up	Good Standing	
10/26/2021	Licensing Study	Good Standing	

**Ratios/License Capacity**

<b>Building</b>	<b>Room</b>	<b>Age Group</b>	<b>Staff</b>	<b>Children</b>	<b>NC/C</b>	<b>Max 35 SF.</b>	<b>35 SF. Comp.</b>	<b>Max 25 SF.</b>	<b>25 SF. Comp.</b>	<b>Notes</b>
Main	A-3L Toddlers	One Year Olds and Two Year Olds	2	10	C	13	C	NA	NA	Floor Play
Main	B- 2L	Infants and One Year Olds	2	9	C	12	C	NA	NA	Story
Main	C-1R	Two Year Olds and Three Year Olds	2	10	C	16	C	NA	NA	Circle Time
Main	D- 2R	Two Year Olds and Three Year Olds	2	15	C	16	C	NA	NA	Circle Time
Main	E-3R	One Year Olds and Two Year Olds	2	12	C	14	C	NA	NA	Music
Main	F-1L Infant	Infants	2	10	C	14	C	NA	NA	Floor Play,Nap,Snack
Main	Upstairs G 1st R 3's	Four Year Olds and Five Year Olds	1	11	C	13	C	NA	NA	Centers,Transiti oning
Main	Upstairs H 2nd L 3's	Three Year Olds and Four Year Olds	1	10	C	14	C	NA	NA	Circle Time
Main	Upstairs I Pre-K 1st Left	Three Year Olds	1	8	C	15	C	NA	NA	Centers
Main	Upstairs J 3rd L	Four Year Olds and Five Year Olds	2	11	C	15	C	NA	NA	Art
<b>Total Capacity @35 sq. ft.: 142</b>						<b>Total Capacity @25 sq. ft.: 0</b>				
<b>Total # Children this Date: 106</b>			<b>Total Capacity @35 sq. ft.: 142</b>			<b>Total Capacity @25 sq. ft.: 0</b>				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	48	C

**Comments**

A Monitoring Visit was completed on January 25, 2023. Consultant discussed submitting an amendment with provider to update license to reflect diapering classrooms and to update classroom names.

Plan of Improvement: Developed This Date 01/25/2023

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

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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Kristi Elkins, 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 Monitoring Visit:

**Activities and Equipment**

**591-1-1-.12 Equipment & Toys(CR)**

**Not Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**Technical Assistance**

Consultant discussed 591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean.

**Correction Deadline: 1/25/2023**

**Finding**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation in classroom 2L, a microwave sitting on a narrow surface and could easily be pulled over. Additionally, in classroom 3L, a small flat screen TV was observed to not be secured to the shelf and could easily be pulled over.

**POI (Plan of Improvement)**

The Center will ensure that the identified equipment or furniture and any other such existing or future items are secured adequately and will have a system for checking these for stability.

**Correction Deadline: 1/25/2023**

**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**

**Technical Assistance**

**Technical Assistance**

Consultant discussed 591-1-1-.06(7) which requires Center Staff to ensure bathrooms are cleaned daily with a disinfectant.

Correction Deadline: 1/25/2023

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**

No hazards observed accessible to children on this date.

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**

Proper hand washing of children and staff was discussed with the center staff this date.

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

**Comment**

Documentation for medication dispensing observed complete.

**Organization**

591-1-1-.16 Governing Body & License Technical Assistance

**Technical Assistance**

Consultant discussed 591-1-1-.16(f) which requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department.

Correction Deadline: 1/25/2023

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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.

**Comment**

Pleasant naptime environment observed.

## Staff Records

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

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

**Met**

**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

**Met**

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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**

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