



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: 6/27/2022 **VisitType:** Monitoring Visit **Arrival:** 10:45 AM **Departure:** 12:15 PM

CCLC-18144

Winnford Academy

5796 Hog Mountain Rd. Flowery Branch, GA 30542 Hall County
 (770) 945-3338 amber@winnford.com

Regional Consultant

Margarita Collier

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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.
06/27/2022	Monitoring Visit	Good Standing	
04/13/2022	Incident Investigation & Follow Up	Good Standing	
12/22/2021	Licensing Study	Good Standing	

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	Room A	One Year Olds	1	6	C	12	C	NA	NA	Free Play, Floor Play
Main	Room B	Infants and One Year Olds	1	6	C	19	C	NA	NA	Lunch, Transitioning
Main	Room C	One Year Olds	1	8	C	17	C	NA	NA	Lunch
Main	Room D	Two Year Olds	2	16	C	23	C	NA	NA	Lunch
Main	Room E	Three Year Olds	1	13	C	22	C	NA	NA	Nap
Main	Room F	Four Year Olds	1	14	C	37	C	NA	NA	Centers
Main	Room H	Four Year Olds	1	13	C	23	C	NA	NA	Transitioning
Main	Room I	Four Year Olds	1	18	C	22	C	NA	NA	Outside
Main	Room J	Six Year Olds and Over	3	19	C	22	C	NA	NA	Field Trip
Total Capacity @35 sq. ft.: 197					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 113			Total Capacity @35 sq. ft.: 197			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left-side	131	C
Main	Preschool playground	136	C

Comments

The purpose of this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on April 13, 2022.

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).



Please refer to the website, <http://www.decals.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



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@decals.ga.gov for more information. Free technical assistance is available!

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 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 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)

Amber Dean, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

Date: 6/27/2022 **VisitType:** Monitoring Visit **Arrival:** 10:45 AM **Departure:** 12:15 PM

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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-.06 Bathrooms

Not Met

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation that the restroom ventilation located in the back-right restroom in classroom E was inoperable.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 7/27/2022

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)**Technical Assistance****Technical Assistance**

Please ensure staff members lock all potentially hazardous items in a locked cabinet and/or container inaccessible to the children receiving care.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

Please ensure to monitor the playground for the following:

- Normal wear and tear of playground equipment.
- Loose and/or weak tree branches.
- Vines and/or bushes protruding through the fence becoming accessible to the children receiving care.
- Monitor the grounds for biting and/stinging insects (i.e., ants, bees, etc.).
- Standing water in and around playground fence.
- Fence surrounding the playground area for normal wear and tear.
- Black barrier surrounding all playground structures for normal wear a tear.

Refluff resilient surface as needed surrounding the fall zones of sliding/climbing structures and swing sets.

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 stated the proper handwashing procedues for staff and children during the visit.

591-1-1-.20 Medications(CR)**Not Met****Technical Assistance**

Please ensure the following information is documented on the authorization for medication forms:

- Child's full name.
- Name of medication to be administered.
- Prescription number.
- Time medication is to be given.
- Amount of medication to be given.
- Dates medication is to be given.
- Parent signature.
- Date medication administered.
- Time medication administered.
- Amount of medication administered.
- Any adverse reactions experienced upon medication being administered.
- Name of the staff member administering the medication.

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on a review of records that the center did not document if "Neomycin" was administered to a child on June 15, 2022, during the requested times of 11:00 a.m. and 3:00 p.m. on the authorization for medication form. A review of the authorization for medication form revealed that the parent requested that the medication be administered on June 13, 2022 through June 15, 2022, at 11:00 a.m. and 3:00 p.m.

POI (Plan of Improvement)

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

Correction Deadline: 6/27/2022

Safety

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

Age-appropriate discussion and/or redirection observed.

Comment

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

591-1-1-.13 Field Trips(CR)**Technical Assistance****Technical Assistance**

Please ensure the following items are notated on all field trip forms:

- Arrival/departure times of vehicle.
 - Loading and unloading of children with a mark and/or symbol.
 - First and second checks of the vehicle upon arriving to the designated destination and upon returning to the center.
-

591-1-1-.36 Transportation(CR)**Not Met****Comment**

The consultant observed the following vehicles to have evidence of a current vehicle inspection report on file:

- Vehicle Tag #TDH 3079 - Expires July 5, 2023.

Technical Assistance

The consultant was unable to inspect the vehicles due to each vehicle being used for field trip purposes during the visit. Please ensure to monitor all vehicles used for field trips for the following:

- Normal wear and tear of seat belts and seats.
- Fire extinguisher is in good repair.
- Replace and/or add any of the following items to the first aid kit - protective eye wear, band aids, triangular bandage, antibacterial ointment, thermometer, insect sting preparation, face mask, adhesive tape, gauze pads, scissors, tweezers, antiseptic cleansing solution, gloves, cold pack, and first aid manual.

Finding

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the center did not document in writing the return time for a field trip to Stevie B's conducted on June 23, 2022.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 6/28/2022

Sleeping & Resting Equipment

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Staff # 1	Met
Staff # 2	Met
Date of Hire: 03/21/2022	
Staff # 3	Met
Date of Hire: 05/08/2022	
Staff # 4	Met
Date of Hire: 05/13/2019	
Staff # 5	Met
Date of Hire: 11/08/2021	
Staff # 6	Met
Date of Hire: 11/01/2021	
Staff # 7	Met
Date of Hire: 01/11/2016	
Staff # 8	Met
Date of Hire: 10/15/2021	
Staff # 9	Met
Date of Hire: 08/31/2020	
Staff # 10	Met
Staff # 11	Met
Date of Hire: 06/13/2022	
Staff # 12	Met
Date of Hire: 06/09/2022	
Staff # 13	Met
Date of Hire: 04/03/2017	
Staff # 14	Met
Date of Hire: 03/22/2021	
Staff # 15	Met
Date of Hire: 08/05/2019	
Staff # 16	Met
Date of Hire: 06/01/2011	

Staff # 17 Date of Hire: 10/30/2017	Met
Staff # 18 Date of Hire: 01/30/2012	Met
Staff # 19 Date of Hire: 07/27/2021	Met
Staff # 20	Met
Staff # 21 Date of Hire: 01/19/2015	Met
Staff # 22 Date of Hire: 12/01/2021	Met
Staff # 23 Date of Hire: 09/20/2006	Met
Staff # 24 Date of Hire: 11/09/2021	Met

Staff Credentials Reviewed: 7

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

Comment

Criminal record checks were observed to be complete.

Comment

The director provided six files for staff members hired since the previous visit was completed on April 13, 2022. The consultant observed six of six newly hired staff members to have evidence of a satisfactory comprehensive determination letter on file.

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

Technical Assistance

The consultant discussed staff: child ratios during day-time rest or sleeping periods. Please ensure that during day-time rest or sleeping periods, at least one Staff person is in each room providing direct supervision of the children and that all staff members required by the staff: child ratio rule are in the Center and available to assure safe evacuation in an emergency. Please remember that the staff: child ratios may be doubled for children three-year-old and older provided these requirements are met.

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

Comment

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