



**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: 12/22/2021 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 2:00 PM

CCLC-18144

Winnford Academy

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

Regional Consultant

Evelyn McBurse

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evelyn.mcburse@decal.ga.gov

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. 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.
12/22/2021	Licensing Study	Good Standing	
05/19/2021	Monitoring Visit	Good Standing	
04/06/2021	Complaint Investigation by Phone	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	Infants	2	5	C	12	C	NA	NA	Nap
Main	Room B	One Year Olds	1	7	C	19	C	NA	NA	Nap
Main	Room C	One Year Olds and Two Year Olds	2	7	C	17	C	NA	NA	Nap
Main	Room D	Two Year Olds	2	11	C	23	C	NA	NA	Nap
Main	Room E	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	19	C	22	C	NA	NA	TV
Main	Room F		0	0	C	37	C	NA	NA	
Main	Room H	Four Year Olds	1	10	C	23	C	NA	NA	Nap
Main	Room I	Three Year Olds	1	10	C	22	C	NA	NA	Nap
Main	Room J	Two Year Olds	2	11	C	22	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 197						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 80			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

An Administrative Review was conducted on December 21, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 22, 2021 with the Provider.

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

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.

- 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)

Amber Dean, Program Official

Date

Evelyn McBurse, Consultant

Date



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Findings Report

Date: 12/22/2021 VisitType: Licensing Study

Arrival: 1:00 PM

Departure: 2:00 PM

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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)

Met

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

Correction Deadline: 4/6/2021

Corrected on 12/22/2021

.08(4) - Correction of previous citation in that the center director had a staff meeting pertaining to children confidentiality requirements.

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

Comment

Center appears clean and well maintained.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. Potential entrapment hazards in the fence surrounding the playground area. Biting and/or stinging insects (i.e. ants, bees, etc.). Loose and/or weak tree branches surrounding the playground area. Standing water in and around playground equipment after inclement weather. Fall zones and resilient surface.

Food Service

591-1-1-.15 Food Service & Nutrition

Technical Assistance

Technical Assistance

591-1-1-.15 - Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Please ensure the new updated infant feeding form is used. Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)

Met

Comment

Staff stated proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR)

Met

Comment

Staff stated proper hand washing and hygiene procedures.

591-1-1-.20 Medications(CR)**Technical Assistance****Technical Assistance**

591-1-1-.20 - Consultant discussed with provider to ensure that absences are notated on medical authorization forms.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Technical Assistance****Technical Assistance**

591-1-1-.21(3) - During the virtual walk through of the program, consultant discussed emergency preparedness plans and updating them on a regular basis.

591-1-1-.27 Posted Notices**Met****Comment**

Consultant observed all required posted notices.

Safety

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

Staff stated age-appropriate discussion and redirection as a form of discipline.

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

Complete documentation of transportation observed.

Comment

The following vehicle was observed to have a current vehicle inspection report on file: Tag #RPM8025

Sleeping & Resting Equipment

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

591-1-1-.30 - Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 31**Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Staff # 2 Met

Date of Hire: 08/04/2014

Staff # 3 Met

Date of Hire: 12/16/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4 Met

Date of Hire: 07/09/2018

Staff # 5 Date of Hire: 05/13/2019	Met
Staff # 6 Date of Hire: 11/08/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 11/01/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 01/11/2016	Met
Staff # 9 Date of Hire: 10/15/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 10 Date of Hire: 08/31/2020	Met
Staff # 11 Date of Hire: 06/04/2018	Met
Staff # 12 Date of Hire: 08/03/2020	Met
Staff # 13 Date of Hire: 04/03/2017	Met
Staff # 14 Date of Hire: 03/22/2021	Met
Staff # 15 Date of Hire: 08/05/2019	Met
Staff # 16 Date of Hire: 08/02/2021	Met
Staff # 17 Date of Hire: 11/19/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18 Date of Hire: 08/26/2021	Met
Staff # 19	Met

Records Reviewed: 31**Records with Missing/Incomplete Components: 0**

Date of Hire: 06/01/2011

Staff # 20 Met

Date of Hire: 10/30/2017

Staff # 21 Met

Date of Hire: 01/30/2012

Staff # 22 Met

Staff # 23 Met

Date of Hire: 01/19/2015

Staff # 24 Met

Date of Hire: 12/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 25 Met

Date of Hire: 07/30/2018

Staff # 26 Met

Date of Hire: 12/06/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 27 Met

Date of Hire: 11/09/2020

Staff # 28 Met

Date of Hire: 11/19/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 29 Met

Date of Hire: 09/20/2006

Staff # 30 Met

Date of Hire: 11/09/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 31 Met

Date of Hire: 11/12/2021

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Director provided eleven files for employees hired since May 19, 2021.

Comment

Satisfactory comprehensive criminal record checks were observed to be complete for all center staff.

591-1-1-.14 First Aid & CPR**Technical Assistance****Technical Assistance**

591-1-1-.14 - Please be mindful of training expiration dates.

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

591-1-1-.33 - Consultant reminded provider to ensure staff members complete 10 clock hours of diverse annual training for the year 2021.

Technical Assistance

591-1-1-.33(3) - Please ensure Health and Safety Training is obtained for new hires with direct care responsibilities within 90 calendar days of their hire date.

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

591-1-1-.32 - Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.

Comment

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