



**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:** 4/5/2022      **VisitType:** Monitoring Visit      **Arrival:** 10:00 AM      **Departure:** 10:45 AM

**CCLC-32380**

**Woodlawn Preschool & Child Development**

2220 Walton Way Augusta, GA 30904 Richmond County  
 (706) 738-2546 woodlawnaugustaumc@gmail.com

**Regional Consultant**

Melyn Smith

Phone: (706) 855-3455  
 Fax: (706) 434-7640  
 melyn.smith@dec.al.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.
04/05/2022	Monitoring Visit	Good Standing	
08/23/2021	Licensing Study	Good Standing	
01/12/2021	Monitoring Visit	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- Young Infants	Infants	1	4	C	8	C	NA	NA	Nap
Main	B- Infants 2	Infants	1	3	C	8	C	NA	NA	Nap
Main	C- Young Three's	Four Year Olds	2	7	C	17	C	NA	NA	Centers
Main	D- One's	One Year Olds	1	6	C	12	C	NA	NA	Story,Centers
Main	E- Older Infants	One Year Olds	2	5	C	8	C	NA	NA	Free Play
Main	F- Two's	Two Year Olds	3	13	C	17	C	NA	NA	Centers
Main	G- Three's	Three Year Olds	1	7	C	18	C	NA	NA	Centers
Main	H- Four's	Five Year Olds	2	9	C	22	C	NA	NA	Outside
Main	I- After School	Five Year Olds and Six Year Olds and Over	2	10	C	52	C	NA	NA	Centers,Art
Main	J- Afterschool	Three Year Olds and Four Year Olds	1	9	C	14	C	NA	NA	Centers,Transitio ning

Total Capacity @35 sq. ft.: 162

Total Capacity @25 sq. ft.: 0

Building @35 capacity limited by Playground Limitations

Total # Children this Date: 73

Total Capacity @35 sq. ft.: 162

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- 3- School Age (B)	32	C
Main	PG- Infant/Toddler (A)	22	C

### Comments

A virtual inspection was conducted on this date with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. An Administrative Review was conducted on April 5, 2022. Staff files, children's files, and background checks were all reviewed. The Consultant completed exit conference virtually and a copy of licensing study/monitoring visit report was electronically emailed to the Program on April 5, 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.decal.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@decal.ga.gov](mailto:qualityrated@decal.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](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 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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Elaine Cupp, Program Official

Date

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Melyn Smith, 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)**

**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.

### Children's Records

**Records Reviewed: 8**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met
Child # 6	Met
Child # 7	Met
Child # 8	Met

**591-1-1-.08 Children's Records****Met****Correction Deadline: 8/27/2021****Corrected on 4/5/2022****.08(1) - Previous citation corrected, based on review of records, in that eight children's files reviewed contained all required information and were observed to be well maintained on this date.****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**

Please be mindful to keep items that pose a hazard inaccessible to children.

**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**

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.

**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**

Pleasant naptime environment observed.

**Staff Records**

Staff # 1 Date of Hire: 02/10/2020	Met
Staff # 2 Date of Hire: 06/09/2020	Met
Staff # 3 Date of Hire: 08/19/2019	Met
Staff # 4 Date of Hire: 08/12/2019	Met
Staff # 5 Date of Hire: 02/08/2020	Met
Staff # 6 Date of Hire: 11/09/2015	Met
Staff # 7 Date of Hire: 03/05/2020	Met
Staff # 8 Date of Hire: 08/28/2013	Met
Staff # 9 Date of Hire: 03/04/2019	Met
Staff # 10 Date of Hire: 08/13/2021	Met
Staff # 11 Date of Hire: 08/26/2013	Met
Staff # 12 Date of Hire: 11/08/2021	Met
Staff # 13 Date of Hire: 05/04/2020	Met
Staff # 14 Date of Hire: 05/23/2011	Met
Staff # 15 Date of Hire: 12/09/2019	Met

Staff # 16 Date of Hire: 12/07/2017	Met
Staff # 17 Date of Hire: 07/30/2020	Met
Staff # 18 Date of Hire: 08/13/2021	Met
Staff # 19 Date of Hire: 09/13/2021	Met
Staff # 20 Date of Hire: 07/27/2021	Met
Staff # 21 Date of Hire: 03/13/2020	Met
Staff # 22 Date of Hire: 04/27/2015	Met
Staff # 23 Date of Hire: 08/16/2011	Met
Staff # 24 Date of Hire: 02/23/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 25 Date of Hire: 02/02/2021	Met
Staff # 26 Date of Hire: 12/04/2020	Met
Staff # 27 Date of Hire: 05/23/2011	Met
Staff # 28 Date of Hire: 02/01/2020	Met
Staff # 29 Date of Hire: 05/23/2011	Met
Staff # 30 Date of Hire: 02/06/2018	Met

**Records Reviewed: 32**

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

Staff # 31

Met

Date of Hire: 01/06/2020

Staff # 32

Met

Date of Hire: 03/07/2019

**Staff Credentials Reviewed: 21**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**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)**

**Met**

**Comment**

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