



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: 11/19/2021 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 2:30 PM

CCLC-18206

The Goddard School

5416 Bethelview Road Cumming, GA 30040 Forsyth County
 (678) 455-5151 cummingga@goddardschools.com

Regional Consultant

Mandi Sloan

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mandi.sloan@decal.ga.gov

Mailing Address

6270 Mockingbird Road
 Cumming, GA 30028

Quality Rated: No

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.
11/19/2021	Licensing Study	Good Standing	
06/21/2021	Licensing Study	Good Standing	
12/03/2020	Incident Investigation Closure	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
Building 2	1R- Classroom, Three and Older	Four Year Olds	2	10	C	25	C	NA	NA	Outside
Building 2	2L - Classroom, Five and Older	Six Year Olds and Over	2	18	C	21	C	NA	NA	Outside
Building 2	Back- Clasroom, Four and Older		0	0	C	25	C	NA	NA	Not In Use
			Total Capacity @35 sq. ft.: 71			Total Capacity @25 sq. ft.: 338				
Main	A 1st Right	Infants	2	7	C	14	C	NA	NA	Floor Play,Feeding
Main	B 2nd Right	Infants and One Year Olds	3	7	C	14	C	NA	NA	Free Play
Main	C 3rd Right	One Year Olds	1	5	C	14	C	NA	NA	Free Play
Main	D 4th Right	One Year Olds	1	2	C	14	C	NA	NA	Art
Main	E 5th Right	Two Year Olds	2	16	C	23	C	NA	NA	Centers
Main	F 6th Right	Two Year Olds	2	13	C	24	C	NA	NA	Centers,Transitioning
Main	G Middle Back	Four Year Olds	2	18	C	24	C	NA	NA	Outside
Main	Gym Center Rm		0	0	C	25	C	NA	NA	Not In Use
Main	H 4th Left	Two Year Olds and Three Year Olds	2	8	C	25	C	NA	NA	Centers
Main	I 3rd Left	Three Year Olds	2	11	C	23	C	NA	NA	Centers
Main	J 2nd Left	Three Year Olds	2	16	C	27	C	38	C	Centers
Main	K 1st Left		0	0	C	27	C	38	C	Not In Use

Total Capacity @35 sq. ft.: 254	Total Capacity @25 sq. ft.: 338
Total # Children this Date: 131	Total Capacity @25 sq. ft.: 338


Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant/ Toddler	38	C
Main	Preschool	27	C
Main	Preschool, Back	60	C
Main	Sport Court- three-years-old and older	14	C

Comments

Administrative Review was conducted on November 19, 2021. Staff files, children’s files, training, and background checks were all reviewed.. A Virtual Visit was conducted on November 23, 2021 due to the COVID-19 pandemic..



Plan of Improvement: Developed This Date 11/19/2021

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

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@decals.ga.gov.

- 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://decals.ga.gov/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)

Courtney Banister, Program Official

Date

Mandi Sloan, 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)

Met

Comment

Center does not provide swimming activities.

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)

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

591-1-1-.20(3) - The consultant discussed with the provider to ensure that the reason medication was not dispensed is noted on authorization for medication forms.

Correction Deadline: 11/19/2021

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that drills for tornado and other emergency situations were not conducted every six months.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 11/24/2021

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)**Met****Correction Deadline: 6/21/2021****Corrected on 11/19/2021**

.36(7)(d)2. - The previous citation was corrected on this date as transportation records were observed to be complete.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 43**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 10/30/2006

Staff # 2

Met

Date of Hire: 08/05/2020

Staff # 3 Date of Hire: 08/15/2019	Met
Staff # 4 Date of Hire: 05/21/2021	Met
Staff # 5 Date of Hire: 09/21/2020	Met
Staff # 6 Date of Hire: 09/29/2016	Met
Staff # 7 Date of Hire: 01/06/2021	Met
Staff # 8 Date of Hire: 09/06/2018 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 9	Met
Staff # 10 Date of Hire: 02/25/2020	Met
Staff # 11 Date of Hire: 10/02/2006	Met
Staff # 12 Date of Hire: 07/21/2014	Met
Staff # 13 Date of Hire: 02/21/2011	Met
Staff # 14 Date of Hire: 03/01/2012	Met
Staff # 15 Date of Hire: 06/14/2021	Met
Staff # 16 Date of Hire: 08/02/2021	Met
Staff # 17	Met

Records Reviewed: 43**Records with Missing/Incomplete Components: 2**

Date of Hire: 09/27/2021

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

Staff # 18

Met

Date of Hire: 07/28/2020

Staff # 19

Met

Date of Hire: 06/24/2021

Staff # 20

Met

Date of Hire: 08/05/2019

Staff # 21

Met

Date of Hire: 10/21/2019

Staff # 22

Met

Date of Hire: 01/11/2021

Staff # 23

Met

Date of Hire: 07/27/2018

Staff # 24

Met

Date of Hire: 11/19/2007

Staff # 25

Met

Date of Hire: 06/21/2021

Staff # 26

Met

Date of Hire: 03/30/2021

Staff # 27

Met

Date of Hire: 07/27/2020

Staff # 28

Met

Date of Hire: 09/24/2007

Staff # 29

Met

Date of Hire: 12/03/2018

Staff # 30

Met

Date of Hire: 09/03/2019

Staff # 31

Met

Date of Hire: 08/27/2021

Staff # 32

Met

Records Reviewed: 43**Records with Missing/Incomplete Components: 2**

Date of Hire: 10/20/2021

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

Staff # 33

Met

Date of Hire: 05/17/2021

Staff # 34

Met

Date of Hire: 04/08/2019

Staff # 35

Met

Staff # 36

Met

Date of Hire: 03/12/2019

Staff # 37

Met

Date of Hire: 03/29/2021

Staff # 38

Met

Date of Hire: 09/07/2021

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

Staff # 39

Met

Date of Hire: 09/26/2016

Staff # 40

Met

Date of Hire: 05/12/2021

Staff # 41

Not Met

Date of Hire: 07/29/2021

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 42

Met

Date of Hire: 01/25/2021

Staff # 43

Met

Date of Hire: 08/09/2021

Staff Credentials Reviewed: 9**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff person # 41, who was listed on the program's list of staff, had not submitted both a Record Check Application to the Department and Fingerprints to an authorized fingerprinting site. A one-day letter was left on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

Correction Deadline: 11/19/2021

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff person # 41, who was listed on the program's list of staff, did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the center. A one-day letter was left.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Correction Deadline: 11/19/2021

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

591-1-1-.14(2) - The consultant discussed with the provider to ensure that seasonal staff, who do not work throughout the entire year, obtain valid and current evidence of CPR and First Aid before returning to work at the center.

Correction Deadline: 12/19/2021

591-1-1-.33 Staff Training**Not Met****Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff person # 8 with a documented date of hire of September 6, 2018, had completed eight of the required ten hours of annual training for the year 2020.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/19/2021

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.