



**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:** 2/8/2018      **VisitType:** Monitoring Visit      **Arrival:** 1:20 PM      **Departure:** 3:55 PM

**CCLC-32845**

**Windward Child Development Center - CCLC**

5830 Windward Pkwy Alpharetta, GA 30005 Fulton County  
 (678) 624-0222 rasantiago@kindercare.com

**Regional Consultant**

Shannon Curtis  
 Phone: (770) 342-7802  
 Fax: (678) 891-5904  
 shannon.curtis@dec.al.ga.gov

**Mailing Address**

3051 Parkbrooke Circle  
 Woodstock, GA 30189

**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.
02/08/2018	Monitoring Visit	Good Standing	
08/11/2017	Complaint Closure	Good Standing	
08/09/2017	Incident Investigation/Licensing Study	Good Standing	
			<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.

**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	1L: H Preschool	Three Year Olds	1	20	C	21	C	NA	NA	Nap
Main	2L: I Art/Library		0	0	C	21	C	NA	NA	Not In Use
Main	2R: A Infants I	Infants	1	3	C	16	C	NA	NA	Floor Play, Diapering
Main	3L: J Library		0	0	C	21	C	NA	NA	Not In Use
Main	3R: B Infants II		0	0	C	16	C	NA	NA	Not In Use
Main	4L: K PreK	PreK	1	17	C	21	C	NA	NA	Nap
Main	4R: C Tutorial	Two Year Olds	2	12	C	13	C	NA	NA	Nap
Main	5L-Front: After Care		0	0	C	18	C	NA	NA	Not In Use
Main	5L-Rear: M After Care		0	0	C	16	C	NA	NA	Not In Use
Main	5R: D Toddlers		0	0	C	13	C	NA	NA	Not In Use
Main	6L: N GA PreK	PreK	2	18	C	32	C	NA	NA	Nap
Main	6R: E Jr Preschool		0	0	C	13	C	NA	NA	Not In Use
Main	7L: G GA PreK	PreK	2	18	C	23	C	NA	NA	Nap
Main	7R: F Jr Preschool II		0	0	C	13	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 257					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 88					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A: Infant/Toddler	16	C
Main	B: Preschool	69	C
Main	C: School Age	108	C

### Comments

The purpose of this visit was to conduct a monitoring visit and to follow up to the previous visit conducted on August 9, 2017.

Consultant provided information for Emergency Plan Template on this date with the Director.

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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)



### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Raquel Santiago, Program Official

Date

Shannon Curtis, Consultant

Date



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

### Findings Report

**Date:** 2/8/2018 **VisitType:** Monitoring Visit **Arrival:** 1:20 PM **Departure:** 3:55 PM

**CCLC-32845**

**Windward Child Development Center - CCLC**

5830 Windward Pkwy Alpharetta, GA 30005 Fulton County  
(678) 624-0222 rasantiago@kindercare.com

**Mailing Address**

3051 Parkbrooke Circle  
Woodstock, GA 30189

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@dec.al.ga.gov

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-.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.

**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

---

<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
--	------------

**Comment**

Proper diapering procedures observed.

---

<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
--------------------------------	------------

**Comment**

Proper hand washing observed throughout the center.

---

<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

Per discussion with the Director the program does not administer medication at this time.

	<b>Safety</b>
--	---------------

---

<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
-----------------------------------	------------

**Comment**

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

---

<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
---------------------------------------	------------

**Comment**

Center does not provide routine transportation since December of 2017.

	<b>Sleeping &amp; Resting Equipment</b>
--	---

---

<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
---	------------

**Comment**

Discussed SIDS and infant sleeping position.

**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.

	<b>Staff Records</b>
--	----------------------

---

<b>591-1-1-.09 Criminal Records Check(CR)</b>	<b>Met</b>
---	------------

**Comment**

Criminal records checks were observed to be complete for all staff on this date.

**Comment**

Director provided three files for employees hired since last visit.

---

<b>591-1-1-.31 Staff(CR)</b>	<b>Met</b>
------------------------------	------------

**Comment**

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

	<b>Staffing and Supervision</b>
--	---------------------------------

---

<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
--	------------

**Comment**

Center observed to maintain appropriate staff:child ratios.

Correction Deadline: 8/9/2017

Corrected on 2/8/2018

Previous citation corrected. Consultant observed adequate supervision throughout the center on this date.