



**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:** 5/16/2017 **VisitType:** Licensing Study

**Arrival:** 12:30 PM

**Departure:** 4:40 PM

**CCLC-21724**

**The Goddard School**

210 Peachtree Industrial Blvd. Sugar Hill, GA 30518 Gwinnett County  
 (770) 831-2588 sugarhillga@goddardschools.com

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decals.ga.gov

**Mailing Address**

10040 Halstead Drive  
 Suwanee, GA 30024

<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.
05/16/2017	Licensing Study	Good Standing	
11/09/2016	Incident Investigation & Follow Up	Good Standing	
11/09/2016	Complaint Closure	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**

<b>Building</b>	<b>Room</b>	<b>Age Group</b>	<b>Staff</b>	<b>Children</b>	<b>NC/C</b>	<b>Max 35 SF.</b>	<b>35 SF. Comp.</b>	<b>Max 25 SF.</b>	<b>25 SF. Comp.</b>	<b>Notes</b>
Back Left Building	Back Room	Five Year Olds	1	13	C	48	C	NA	NA	Outside
Back Left Building	basement	Four Year Olds and Five Year Olds	1	20	C	38	C	NA	NA	Nap
Back Left Building	Downstairs Right		0	0	C	24	C	NA	NA	Not In Use
Back Left Building	Right Room	Five Year Olds	1	11	C	23	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 133			Total Capacity @25 sq. ft.: 0							
Main	1L	Three Year Olds and Four Year Olds	1	17	C	28	C	NA	NA	Nap
Main	1R	Infants and One Year Olds	4	13	C	25	C	NA	NA	Feeding,Diapering,Floor Play
Main	2L	Four Year Olds	1	15	C	26	C	NA	NA	Nap
Main	2R	One Year Olds	2	12	C	14	C	NA	NA	Nap
Main	3L	Three Year Olds and Four Year Olds	2	17	C	23	C	NA	NA	Nap
Main	3R	One Year Olds and Two Year Olds	2	13	C	15	C	NA	NA	Nap
Main	4L	Three Year Olds and Four Year Olds	1	14	C	24	C	NA	NA	Nap

Main	4R	One Year Olds and Two Year Olds	2	11	C	14	C	NA	NA	Nap
Main	5R	Two Year Olds	2	17	C	23	C	NA	NA	Nap
Main	6R	Two Year Olds and Three Year Olds	2	19	C	23	C	NA	NA	Nap
Main	Far Back Middle	Three Year Olds	2	19	C	25	C	NA	NA	Nap
					Total Capacity @35 sq. ft.: 240		Total Capacity @25 sq. ft.: 0			
Total # Children this Date: 211			Total Capacity @35 sq. ft.: 373			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	A-Infants and Toddlers	102	C
Main	B- Preschool	93	C
Main	C- School Age	79	C

**Comments**

The purpose of this visit was to conduct a licensing study.

Plan of Improvement: Developed This Date 05/16/2017

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.



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 1, 2, 3 Star Rated Programs Receive Bonus Packages  
 Great Marketing Tool  
 Raises the Bar in Child Care  
 For More Information:  
 Email: [QualityRated@dec.al.ga.gov](mailto:QualityRated@dec.al.ga.gov) or Call: 855-800-7747

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.

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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](mailto: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.

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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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Carmen Griffin, Program Official

Date

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LaQuita Clark, 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-.03 Activities**

**Met**

**Comment**

Developmentally appropriate lesson plans were observed.

**Correction Deadline: 5/16/2017**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

Observed-Variety Throughout Center

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**591-1-1-.08 Children's Records**

**Met**

**Comment**

Observed-Records Complete/Well Organized

**591-1-1-.23 Parental Authorization**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

### Facility

**591-1-1-.25 Physical Plant - Safe Environment(CR)** **Met**

**Comment**

Observation-No Hazards Accessible

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

**Comment**

Observation-Clean/Good Repair

**Food Service**

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

**Comment**

Menu was observed to meet USDA Guidelines. Completed feeding plans were observed on file. Discussed with the staff to ensure feeding plans are updated at least every 3 months.

**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen Appears Clean/Well Organized

**Health and Hygiene**

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

**Comment**

Observed-Proper Diapering

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

**Comment**

Staff stated appropriate handwashing procedures.

**591-1-1-.20 Medications(CR)** **Met**

**Comment**

Observed-Complete Documentation

**Policies and Procedures**

**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

Current documentation of fire and tornado drills were observed on file.

**Correction Deadline: 5/21/2017**

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

**Comment**

Observed-All Notices Posted

**Safety**

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

**Comment**

Staff stated appropriate use of discipline methods in that discussion and redirection is used.

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**591-1-1-.13 Field Trips(CR)** **Met**

**Comment**

Observed-Complete Documentation

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

**Comment**

Vehicles were observed to have operable fire extinguishers and complete first aid kits. Complete documentation of transportation was observed. Discussed with the director to have all staff complete the two hour transportation training just in case other staff need to attend a field trip or participate in transportation.

**Sleeping & Resting Equipment**

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

**Comment**

Observed-Pleasant Naptime Environment. Safety approved cribs were observed and staff state appropriate use of safe sleep procedures. Mats were observe to be in good repair.

**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal Records Checks were observed to be complete.

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**591-1-1-.14 First Aid & CPR** **Met**

**Comment**

Observed-100% Certified First Aid & CPR

**Comment**

Observed-Center/Vehicle Kits Complete

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Observed complete documentation of annual training for 2016. Please ensure that for any new staff they complete the health and safety orientation training and first aid cpr within 90 days of hire.

**Staffing and Supervision**

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Correction Deadline: 11/9/2016**

**Corrected on 5/16/2017**

**Previous citation has been corrected in that staff were observed to provide appropriate supervision on this date.**