



**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:** 8/25/2020 **VisitType:** Licensing Study

**Arrival:** 11:50 AM

**Departure:** 12:50 PM

**CCLC-32845**

**Windward Child Development Center - CCLC**

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

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

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emma.smith@decal.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.  <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.
08/25/2020	Licensing Study	Good Standing	
01/29/2020	Monitoring Visit	Good Standing	
07/24/2019	Licensing Study	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	1L:Preschool A	Three Year Olds	1	4	C	21	C	NA	NA	Transitioning,Out side
Main	2L: Preschool B		0	0	C	21	C	NA	NA	Not In Use
Main	2R: A Infants A		0	0	C	16	C	NA	NA	Not In Use
Main	3L: GA Pre-K 4		0	0	C	21	C	NA	NA	Not In Use
Main	3R: Infant B		0	0	C	16	C	NA	NA	Not In Use
Main	4L: GA PreK-2		0	0	C	21	C	NA	NA	Not In Use
Main	4R: Learning Adventures		0	0	C	13	C	NA	NA	Not In Use
Main	5L-Front: After Care		0	0	C	18	C	NA	NA	Not In Use
Main	5L-Rear: After Care		0	0	C	16	C	NA	NA	Not In Use
Main	5R:Early Foundations A		0	0	C	13	C	NA	NA	Not In Use
Main	6L:GA PreK-1		0	0	C	32	C	NA	NA	Not In Use
Main	6R:Discovery Preschool A		0	0	C	13	C	NA	NA	Not In Use
Main	7L: GA PreK-3		0	0	C	23	C	NA	NA	Not In Use
Main	7R: Discovery Preschool B		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: 4

Total Capacity @35 sq. ft.: 257

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

An Administrative Review was conducted on August 12, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on September 8, 2020 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on June 11, 2020 was reviewed during the virtual inspection.

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

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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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).

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

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Raquel Santiago, Program Official

Date

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Emma Smith, Consultant

Date



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### Findings Report

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#### CCLC-32845

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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 Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. A variety of equipment and toys were observed throughout the center.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through there was no pool observed on the property. Per the provider no swimming activities were provided.

### Children's Records

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

Met

#### Comment

Records were observed to be complete and well organized.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be routinely met by center.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through the playground area was observed and appeared to be in good repair.

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**Food Service**

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

Center menu meets USDA guidelines.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through food storage was observed. Food was observed to be stored on shelving, separately from cleaning products. Kitchen appears clean and well organized.

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**Health and Hygiene**

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

591-1-1-.10 - A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering procedures were discussed with the director on this date. Diapering was not observed due to diapered classrooms currently not in use.

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**591-1-1-.17 Hygiene(CR)****Technical Assistance****Technical Assistance**

591-1-1-.17 - A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Liquid soap and paper towels were observed accessible in the restroom area.

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

The Provider currently does not dispense/administer medication.

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**Safety**

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**591-1-1-.11 Discipline(CR)****Technical Assistance****Technical Assistance**

591-1-1-.11 - A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

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**Sleeping & Resting Equipment**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. 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.

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**Staff Records**

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

Criminal record checks were observed to be complete.

**Comment**

Director provided 2 files for employees hired since last visit.

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

591-1-1-.14 - Please be mindful of training expiration dates. The American Red Cross continues to publish First Aid and CPR training by approved entities at locations throughout the state on their website at: <https://www.redcross.org/take-a-class>. Some published trainings include additional precautions trainers are taking during the COVID-19 event. CPR training by the American Heart Association, the American Red Cross, the National Safety Council, and the American Safety and Health Institute are all acceptable. Also, a licensed or certified health care professional who meets the rule requirement can provide this training. CPR training is required to include hands-on training; therefore, CPR training conducted solely online does not meet the rule requirement. If you are having difficulty finding CPR training that includes the hands-on portion and the staff member's training expired on or after March 1, 2020 through the duration of the COVID-19 event, please at least have the staff member complete the online portion until the hands-on training can be completed.

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

Documentation observed of required staff training.

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**591-1-1-.31 Staff(CR)****Met****Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

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**Staffing and Supervision**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratios were observed.

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through staff was observed to provide direct supervision and be attentive to children's needs.