



**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:** 5/15/2019    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:45 PM

**CCLC-11077**

**Goddard School, The**

12665 Crabapple Road Alpharetta, GA 30004 Fulton County  
 (678) 366-6161 alpharetta2ga@goddardschools.com

**Regional Consultant**

Shannon Curtis

Phone: (770) 342-7802

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shannon.curtis@dec.al.ga.gov

Joint with: Elim Tekie

**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.
05/15/2019	Licensing Study	Good Standing	
10/10/2018	Monitoring Visit	Good Standing	
05/01/2018	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	Front Lobby		0	0	C	8	C	NA	NA	Not In Use
Main	Room 1L-H	Two Year Olds	2	14	C	21	C	NA	NA	Circle Time
Main	Room 1R-A	Infants	3	8	C	19	C	NA	NA	Feeding, Diapering, Floor Play
Main	Room 2L-G	Five Year Olds	1	7	C	21	C	NA	NA	Outside
Main	Room 2R-B	One Year Olds	2	9	C	13	C	NA	NA	Circle Time, Diapering
Main	Room 3L-F	Three Year Olds and Four Year Olds	2	19	C	22	C	NA	NA	Transitioning
Main	Room 3R-C	Two Year Olds	2	11	C	13	C	NA	NA	Music
Main	Room 4R-D	Two Year Olds	1	7	C	15	C	NA	NA	Circle Time, Story
Main	Room 5R-E	Four Year Olds and Five Year Olds	2	17	C	21	C	NA	NA	Story, Homework
Total Capacity @35 sq. ft.: 153						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 92			Total Capacity @35 sq. ft.: 153			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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### **Comments**

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on October 10, 2018.

Consultant observed 2019 License posted on this date.

Consultant observed Emergency Plan on this date.

Plan of Improvement: Developed This Date 05/15/2019

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.al.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.

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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@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.

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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)



**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)

\_\_\_\_\_  
Stephanie Didier, Program Official Date

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Shannon Curtis, Consultant Date

\_\_\_\_\_  
Elim Tekie, 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.

### Children's Records

**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Parent authorizations obtained/completed.

### Facility

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on Consultant's observations that a bottle of Lysol wipes and adult-size scissors were observed accessible to children in care in an unlocked cabinet in Room 2L-G on this date.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 5/15/2019****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on Consultant's observations that the rain gutter on the left-side playground area was observed broken exposing sharp edges that was a potential hazard to children in care on this date.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 5/15/2019**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on Consultant's observations that the perimeter surrounding the playground structures on the small and large playground were observed to have gaps and holes that could cause a tripping hazard to children in care.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 5/25/2019**

<b>Food Service</b>
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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**

Kitchen appears clean and well organized.

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Proper diapering procedures observed.

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**591-1-1-.17 Hygiene(CR)****Not Met****Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on Consultant's observations that children were observed to transition from outside time to re-entering the facility and did not wash hands on this date.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 5/15/2019**

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

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Consultant observed evidence of monthly fire drills conducted as of May 9, 2019 on this date.

**Correction Deadline: 5/20/2019**

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

Observed all required posted notices.

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment 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**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

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**Sleeping & Resting Equipment**

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

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**Staff Records**

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**Records Reviewed: 29****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 10/02/2017	
Staff # 2	Met
Date of Hire: 11/03/2010	
Staff # 3	Met
Date of Hire: 12/11/2017	
Staff # 4	Met
Date of Hire: 08/21/2017	
Staff # 5	Met
Date of Hire: 03/06/2018	
Staff # 6	Met
Date of Hire: 01/24/2012	
Staff # 7	Met
Date of Hire: 03/06/2018	
Staff # 8	Met
Date of Hire: 02/08/2019	
Staff # 9	Met
Date of Hire: 08/04/2017	
Staff # 10	Met

Date of Hire: 10/06/2014

Staff # 11 Met

Date of Hire: 12/01/2015

Staff # 12 Met

Date of Hire: 10/13/2016

Staff # 13 Met

Date of Hire: 09/22/2003

Staff # 14 Met

Date of Hire: 11/10/2017

Staff # 15 Met

Date of Hire: 01/23/2015

Staff # 16 Met

Date of Hire: 01/28/2019

Staff # 17 Met

Date of Hire: 08/10/2012

Staff # 18 Met

Date of Hire: 02/01/2019

Staff # 19 Met

Date of Hire: 03/14/2016

Staff # 20 Met

Date of Hire: 08/08/2016

Staff # 21 Met

Date of Hire: 05/18/2015

Staff # 22 Met

Date of Hire: 12/12/2017

Staff # 23 Met

Date of Hire: 02/04/2019

Staff # 24 Met

Date of Hire: 09/13/2006

Staff # 25 Met

Date of Hire: 08/16/2017



**Records Reviewed: 29**

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

Staff # 26 Date of Hire: 12/01/2015	Met
Staff # 27 Date of Hire: 10/03/2017	Met
Staff # 28 Date of Hire: 09/02/2008	Met
Staff # 29 Date of Hire: 06/24/2017	Met

**Staff Credentials Reviewed: 29**

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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 four files for employees hired since last visit on this date.

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

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Comment**

Documentation observed of required staff training for 2018 on this date..

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Adequate supervision observed on this date.