



**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:** 11/6/2019    **VisitType:** Monitoring Visit    **Arrival:** 10:50 AM    **Departure:** 2:20 PM

**CCLC-17559**

**The Goddard School**

3710 Old Atlanta Road Suwanee, GA 30024 Forsyth County  
 (770) 844-6546 DSuwanee2GA@goddardschools.com

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

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mandi.sloan@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
11/06/2019	Monitoring Visit	Good Standing	
07/15/2019	Incident Investigation Closure	Good Standing	
05/22/2019	Incident Investigation & Follow Up	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	A 1RT	Infants	1	3	C	15	C	NA	NA	Floor Play, Diapering	
Main	B 2 RT	One Year Olds	1	5	C	14	C	NA	NA	Free Play	
Main	C 3RT	One Year Olds	1	5	C	14	C	NA	NA	Free Play	
Main	D 4RT	Two Year Olds	1	11	C	14	C	NA	NA	Story	
Main	E 5RT	Two Year Olds	2	14	C	23	C	NA	NA	Circle Time	
Main	F 6 RT	Three Year Olds	1	8	C	23	C	NA	NA	Outside	
Main	G BK MD	PreK	2	14	C	24	C	NA	NA	Centers	
Main	H 4LF	Three Year Olds	2	15	C	24	C	NA	NA	Transitioning, Outside	
Main	I 3LF	Four Year Olds and Five Year Olds	2	15	C	22	C	NA	NA	Centers	
Main	J 2LF	PreK	2	17	C	26	C	NA	NA	Outside	
Main	K 1LF	Five Year Olds	1	9	C	26	C	37	C	Outside, Transitioning	
Total Capacity @35 sq. ft.: 225						Total Capacity @25 sq. ft.: 236					
Total # Children this Date: 116						Total Capacity @35 sq. ft.: 225					Total Capacity @25 sq. ft.: 236

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground infant/tod	36	C
Main	playground pre-school	116	C

**Comments**

The purpose of today's visit is to conduct a monitoring visit and to follow up on citations from the licensing study conducted on February 19, 2019.

Plan of Improvement: Developed This Date 11/06/2019

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)

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Tiffney Coney, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

**Date:** 11/6/2019 **VisitType:** Monitoring Visit **Arrival:** 10:50 AM **Departure:** 2:20 PM

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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.

**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.

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

**Comment**

Staff were observed to remind children to wash hands.

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

**Comment**

Documentation for medication dispensing observed complete.

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**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Complete documentation of transportation observed.

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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.

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**Staff Records**

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**Records Reviewed: 17**

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

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Staff # 1	Met
Date of Hire: 09/22/2006	
Staff # 2	Met
Date of Hire: 09/20/2018	
Staff # 3	Met
Date of Hire: 12/18/2017	
Staff # 4	Met
Date of Hire: 01/02/2008	
Staff # 5	Met
Date of Hire: 08/27/2018	
Staff # 6	Met
Date of Hire: 08/14/2019	
Staff # 7	Met
Date of Hire: 05/31/2018	

**Records Reviewed: 17**

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

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Staff # 8	Met
Staff # 9	Met
Staff # 10 Date of Hire: 02/01/1990	Met
Staff # 11 Date of Hire: 07/30/2018	Met
Staff # 12 Date of Hire: 08/19/2019	Met
Staff # 13 Date of Hire: 10/17/2011	Met
Staff # 14 Date of Hire: 03/06/2017	Met
Staff # 15 Date of Hire: 06/29/2018	Met
Staff # 16 Date of Hire: 11/20/2006	Met
Staff # 17 Date of Hire: 06/04/2007	Met

**Staff Credentials Reviewed: 10**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.09(1) - Consultant discussed with provider to ensure that independent contractors and therapists who provide services at the center are electronically ported in DECAL KOALA.

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 11 file(s) for employees hired since last visit.

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

**Not Met**

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that one new employee did not complete the required health and safety orientation within the first 90 days of their date of hire. The consultant observed the new employee to have a date of hire of March 7, 2019

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 12/6/2019**

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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**

Staff observed to provide direct supervision and be attentive to children's needs.