



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: 8/21/2017 **VisitType:** Monitoring Visit

Arrival: 8:50 AM

Departure: 2:45 PM

CCLC-1789

McGinnis Woods Country Day School, Inc.

5380 Faircroft Drive Alpharetta, GA 30005 Forsyth County
 (770) 664-7764 tusher@mcginniswoods.org

Regional Consultant

Chrische Walker

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Fax: (678) 891-5618

chrische.walker@decal.ga.gov

Joint with: Candace Gilbert

Mailing Address

Same

Compliance Zone Designation			Compliance Zone Designation - 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. 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.
08/21/2017	Monitoring Visit	Good Standing	
03/28/2017	Complaint Closure	Good Standing	
03/28/2017	Complaint 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
Bldg 2	Front/Right-side		0	0	C	40	C	NA	NA	Not In Use
Bldg 2	GYM		0	0	C	26	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 66			Total Capacity @25 sq. ft.: 0							
Elem. Bldg	101		0	0	C	20	C	NA	NA	Not In Use
Elem. Bldg	102		0	0	C	20	C	NA	NA	Not In Use
Elem. Bldg	103		0	0	C	19	C	NA	NA	Not In Use
Elem. Bldg	104		0	0	C	20	C	NA	NA	Not In Use
Elem. Bldg	105		0	0	C	24	C	NA	NA	Not In Use
Elem. Bldg	106 STEM		0	0	C	15	C	NA	NA	Not In Use
Elem. Bldg	203		0	0	C	21	C	NA	NA	Not In Use
Elem. Bldg	204		0	0	C	20	C	NA	NA	Not In Use
Elem. Bldg	205		0	0	C	16	C	NA	NA	Not In Use
Elem. Bldg	206		0	0	C	16	C	NA	NA	Not In Use
Elem. Bldg	207		0	0	C	20	C	NA	NA	Not In Use

		Total Capacity @35 sq. ft.: 211				Total Capacity @25 sq. ft.: 0				
Gym Building	Art Room		0	0	C	16	C	NA	NA	Not In Use
Gym Building	Gym		0	0	C	162	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 178				Total Capacity @25 sq. ft.: 0				
Main bldg 1	C 3R	One Year Olds	1	3	C	13	C	NA	NA	Centers
Main bldg 1	B 2R		0	0	C	13	C	NA	NA	Not In Use
Main bldg 1	D RT Rear	One Year Olds	1	4	C	13	C	NA	NA	Centers
Main bldg 1	E 2RT Rear	Two Year Olds	1	2	C	12	C	NA	NA	Circle Time
Main bldg 1	F 3Rt Rear	Two Year Olds	1	5	C	14	C	NA	NA	Circle Time
Main bldg 1	G Middle	Three Year Olds	1	9	C	21	C	NA	NA	Outside
Main bldg 1	H LF Rear	Three Year Olds	1	9	C	16	C	NA	NA	Outside
Main bldg 1	I FT Rear	Three Year Olds	1	9	C	15	C	NA	NA	Outside
Main bldg 1	J LF FT	Two Year Olds	2	11	C	27	C	NA	NA	Circle Time
		Total Capacity @35 sq. ft.: 144				Total Capacity @25 sq. ft.: 0				
Main Building 1	A 1R	Infants	1	5	C	21	C	NA	NA	Free Play
		Total Capacity @35 sq. ft.: 21				Total Capacity @25 sq. ft.: 0				
Pre-k Bldg	1 LF	PreK	2	16	C	21	C	NA	NA	Centers
Pre-k Bldg	2 LF	PreK	2	10	C	22	C	NA	NA	Story, Circle Time
Pre-k Bldg	3 LF	PreK	2	6	C	21	C	NA	NA	Centers
Pre-k Bldg	4 LF		0	0	C	21	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 85				Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 89		Total Capacity @35 sq. ft.: 705				Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of visit was to conduct a Monitoring Visit and follow up from previous visit on February 6, 2017.

Plan of Improvement: Developed This Date 08/21/2017

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).

	<p>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. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

- 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)

Tonia Usher, Program Official

Date

Chrische Walker, Consultant

Date

Candace Gilbert, Consultant

Date



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Findings Report

Date: 8/21/2017 **VisitType:** Monitoring Visit **Arrival:** 8:50 AM **Departure:** 2:45 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Technical Assistance

Comment

Observed-Variety Throughout Center

Technical Assistance

591-1-1-.12(5) - Consultant discussed with provider to ensure that there was adequately sized and an adequate number of seats available for all enrolled children in the classroom. Seating should not be in a storage closet or in a storage position.

Correction Deadline: 9/20/2017

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

Met

Correction Deadline: 7/19/2016

Corrected on 8/21/2017

Consultant observed previous citation to be corrected on this date. Consultant observed proper documentaion.

Facility

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

Met

Comment

Licensed Capacity Routinely Met

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 observation that wipes stating, "KEEP OUT OF REACH OF CHILDREN" was located in yellow bag accessible to children in Room 1FT Rear. It was further determined, that Neutrogena Sunscreen and bug spray that states, "KEEP OUT OF REACH OF CHILDREN" was found in a child's backpack close to front door in Room 1FT Rear. Consultant also observed hand sanitizer stating, "KEEP OUT OF REACH OF CHILDREN" in child's backpack accessible to children and empty plastic bags in storage roller in girls bathroom in Room G Middle. Additionally, the consultant observed Destin in the bathroom between classrooms E and F and Aquaphor in a child's cubbie in Classroom G.

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: 8/21/2017**Technical Assistance**

591-1-1-.25(3) - Please ensure that paint on walls in maintained throughout center.

Correction Deadline: 8/21/2017**Technical Assistance**

591-1-1-.25(6) - Consultant discussed with provider to ensure that enrolled children had access to individual storage space.

Correction Deadline: 9/20/2017

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

Discussed-Fluff/Redistribute Surface throughout all playground areas including near all slides. Consultant discussed with provider ensuring pine cones are removed from playground prior to children occupying space.

Health and Hygiene

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

Staff Stated Proper Knowledge and Consultant observed staff in Infant room change child's diaper.

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

Observed-Proper Hand Washing Throughout Center.

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined, based on consultant's observation that Polydine Ointment, Fenistel Drops, and Dinethindene Maleate were found accessible to children in a child's backpack in Room G Middle.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 8/21/2017**Safety**

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

Staff stated positive discipline techniques, which included redirection.

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined based on a review of records that field trip transportation forms used during July and August 2017 were not in a format approved by the Department.

POI (Plan of Improvement)

The Center will maintain a passenger checklist as required.

Correction Deadline: 8/22/2017

Sleeping & Resting Equipment

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

Consultant observed cribs in Room A1R to have nine cribs dated for January 2013. Consultant also observed cribs in Room B2R to have six cribs dated for January 2013 and November 2015.

Correction Deadline: 8/31/2017

Staff Records

Records Reviewed: 26**Records with Missing/Incomplete Components: 3**

Staff # 1	Met
Date of Hire: 02/02/2015	
Staff # 2	Met
Date of Hire: 07/24/2006	
Staff # 3	Met
Date of Hire: 08/08/2016	
Staff # 4	Met
Date of Hire: 08/27/2008	
Staff # 5	Met
Date of Hire: 09/14/2015	
Staff # 6	Met
Date of Hire: 08/26/2013	
Staff # 7	Met
Staff # 8	Met

Date of Hire: 07/09/2007

Staff # 9

Met

Date of Hire: 01/01/1999

Staff # 10

Met

Date of Hire: 06/25/2001

Staff # 11

Not Met

Date of Hire: 12/16/2016

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 12

Met

Date of Hire: 06/01/2017

Staff # 13

Met

Date of Hire: 02/02/2015

Staff # 14

Met

Date of Hire: 01/20/2015

Staff # 15

Met

Date of Hire: 01/01/1999

Staff # 16

Met

Date of Hire: 05/24/1999

Staff # 17

Met

Date of Hire: 12/04/2006

Staff # 18

Met

Date of Hire: 03/25/2002

Staff # 19

Met

Staff # 20

Met

Date of Hire: 07/24/2017

Staff # 21

Not Met

Date of Hire: 05/29/2007

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 22

Met

Records Reviewed: 26**Records with Missing/Incomplete Components: 3**

Date of Hire: 08/04/2008

Staff # 23

Not Met

Date of Hire: 07/21/2016

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 24

Met

Date of Hire: 02/10/2009

Staff # 25

Met

Date of Hire: 04/19/2004

Staff # 26

Met

Date of Hire: 06/05/2017

Staff Credentials Reviewed: 26**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Observed-50% Certified First Aid & CPR

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that one staff member employed greater than 90 days did not have current First Aid and CPR Certification Training.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 9/20/2017**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 training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of records that the Director and one employee did not have evidence of Health and Safety Orientation Training.

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.

Correction Deadline: 9/20/2017

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

Comment

Lead staff education requirements met.

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Adequate Supervision