



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: 12/9/2019 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 1:15 PM

CCLC-2176

Westminster Children's Weekday Ministries

2208 Main Street East Snellville, GA 30078 Gwinnett County
 (770) 979-9676 stephanie.evans@wpcsnellville.org

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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.
12/09/2019	Monitoring Visit	Good Standing	
06/13/2019	Licensing Study	Good Standing	
01/03/2019	POI 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	1L Room 33 / 31		0	0	C	21	C	NA	NA	
Main	1R Room 32		0	0	C	21	C	NA	NA	
Main	2L Room 29	Two Year Olds	1	6	C	20	C	NA	NA	Snack
Main	2nd Right 30	Three Year Olds and Four Year Olds	1	6	C	21	C	NA	NA	Free Play, Snack
Main	3R Room 28	Infants	1	3	C	10	C	NA	NA	Feeding, Floor Play, Nap
Main	4R Room 26	One Year Olds and Two Year Olds	1	4	C	10	C	NA	NA	Story, Circle Time
Main	Back Middle Room 22	PreK	2	18	C	23	C	NA	NA	Snack, Transitioning
Total Capacity @35 sq. ft.:			126				Total Capacity @25 sq. ft.:			0
Second Building	1st Left		0	0	C	10	C	NA	NA	
Second Building	1st Right		0	0	C	10	C	NA	NA	
Second Building	2L Room 29		0	0	C	21	C	NA	NA	
Second Building	2nd on Right		0	0	C	11	C	NA	NA	
Total Capacity @35 sq. ft.:			52				Total Capacity @25 sq. ft.:			0
Total # Children this Date: 37			Total Capacity @35 sq. ft.:			178	Total Capacity @25 sq. ft.:			0


Building	Playground	Playground Occupancy	Playground Compliance
Main	PG	23	C
Main	PG-S/A	148	C

Comments

Please be sure to review the rules and regulations for updates.

Plan of Improvement: Developed This Date 12/09/2019

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.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.

- 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

Stephanie Evans, Program Official

Date

Dianne Clarke, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(1) requires the Center to provide a daily planned program of varied and developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth. Center Staff shall use a variety of teaching methods to accommodate the needs of the children's different learning styles. It was determined based on observation that the current lesson plan was not available to be reviewed in the 4R Room 26.

POI (Plan of Improvement)

The Center will plan a program that includes a variety of developmentally appropriate activities that are provided daily, train Staff to use various teaching methods, and monitor both.

Correction Deadline: 12/10/2019

Recited on 12/9/2019

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)**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 observation that lotion and a stapler was observed on a low shelf and accessible to the children in the Back Middle Room 22 classroom.

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. The teacher removed the items to a higher shelf during the visit.

Correction Deadline: 12/9/2019**Recited on 12/9/2019**

591-1-1-.26 Playgrounds(CR)**Met****Correction Deadline: 6/13/2019****Corrected on 12/9/2019**

.26(9) - The previous citation was observed to be corrected in that the weeds were removed and there were no branches and pine cones present on the playground.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center. Reminder to staff regarding washing hands after each meal as well as before.

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

Discussed proper medication documentation and procedures.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Correction Deadline: 6/18/2019****Corrected on 12/9/2019**

.21(3) - The previous citation was observed to be corrected in that the drills were observed to be completed through November 2019.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 12/01/2019	
Staff # 2	Met
Date of Hire: 02/14/2018	
Staff # 3	Met
Date of Hire: 06/02/2016	
Staff # 4	Met
Date of Hire: 09/13/2018	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 11/13/2018	
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Date of Hire: 07/22/2019	
Staff # 11	Met
Date of Hire: 10/18/2018	
Staff # 12	Met
Date of Hire: 07/29/2019	
Staff # 13	Met

Staff Credentials Reviewed: 3

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided six files for employees hired since last visit.

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

Correction Deadline: 7/13/2019

Corrected on 12/9/2019

.14(2) - The previous citation was observed to be corrected in that all staff has current CPR and First Aid.

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

Correction Deadline: 7/13/2019

Corrected on 12/9/2019

.33(6) - The previous citation was observed to be corrected in that training was observed to be completed.

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

Correction Deadline: 9/13/2019

Corrected on 12/9/2019

.31(2)(b)2. - The previous citation was observed to be corrected in that all lead teachers have current education credential. The center is also in the process of hiring a new lead teacher.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Adequate supervision observed on this date.