



**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:** 10/30/2020 **VisitType:** Licensing Study

**Arrival:** 12:20 PM

**Departure:** 1:20 PM

**CCLC-2229**

**WOOD ACRES COUNTRY DAY SCHOOL, INC.**

1772 Johnson Ferry Road Marietta, GA 30062 Cobb County  
 (770) 971-1880 mmanning@woodacresschool.org

**Regional Consultant**

Octavia Humphrey

Phone: (770) 357-3234

Fax: (770) 357-3278

octavia.humphrey@decal.ga.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.
10/30/2020	Licensing Study	Good Standing	
11/05/2019	Licensing Study	Good Standing	
06/19/2019	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
4	N		0	0	C	21	C	NA	NA	
4	O		0	0	C	21	C	NA	NA	
4	P		0	0	C	21	C	NA	NA	
4	Q		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0							
5	J	Four Year Olds	2	12	C	21	C	NA	NA	Outside
5	K		0	0	C	21	C	NA	NA	
5	L	Four Year Olds	2	13	C	21	C	NA	NA	Music
5	M		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0							
7	G	Three Year Olds	2	9	C	19	C	NA	NA	Outside
7	H		0	0	C	18	C	NA	NA	
7	I	Three Year Olds	2	8	C	19	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 56			Total Capacity @25 sq. ft.: 0							
8	D	Two Year Olds	3	14	C	20	C	NA	NA	Outside
8	E		0	0	C	18	C	NA	NA	
8	F		0	0	C	19	C	NA	NA	
Total Capacity @35 sq. ft.: 57			Total Capacity @25 sq. ft.: 0							
building 1	Room C		0	0	C	20	C	NA	NA	

	Total Capacity @35 sq. ft.: 20	Total Capacity @25 sq. ft.: 0
Total # Children this Date: 56	Total Capacity @35 sq. ft.: 301	Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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#### Comments

An Administrative Review was conducted on (October 30, 2020). Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on (November 4, 2020) with the (Mary Manning). An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 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.dec.state.ga.us/CCS/RuleAndRegulations.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@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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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Mary Manning, Program Official

Date

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Octavia Humphrey, 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**

Records were observed to be complete and well organized.

### Facility

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<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
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**Comment**

Licensed capacity observed to be routinely met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

Center appears clean and well maintained.

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Comment**

Playground observed to be clean and in good repair.

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

Staff state proper knowledge of diapering procedures.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Proper hand washing of children and staff was discussed with the director on this date.

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

The Provider currently does not dispense/administer medication.

<b>Safety</b>
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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Staff were observed to maintain a positive learning environment on this date.

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
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**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
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**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the staff on this date.

<b>Staff Records</b>
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<b>Records Reviewed: 29</b>
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<b>Records with Missing/Incomplete Components: 0</b>
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Staff # 1	Met
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Date of Hire: 08/04/2014

Staff # 2	Met
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Date of Hire: 06/08/2002

Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met

Date of Hire: 08/17/2015

Staff # 16	Met
Staff # 17	Met

Date of Hire: 06/23/2014

Staff # 18	Met
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Date of Hire: 08/04/2014

Staff # 19	Met
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Date of Hire: 09/02/2002

Staff # 20	Met
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Date of Hire: 06/02/2008

Staff # 21	Met
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Date of Hire: 06/23/2014

Staff # 22	Met
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Date of Hire: 06/23/2014

Staff # 23	Met
Date of Hire: 06/02/2008	
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Met
Staff # 28	Met
Date of Hire: 06/02/2002	
Staff # 29	Met

**Staff Credentials Reviewed: 11**

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

**Correction Deadline: 11/5/2019**

**Corrected on 10/30/2020**

**.09(1)(a) - Consultant observed valid evidence of CRC for all staff on this date.**

**Correction Deadline: 11/5/2019**

**Corrected on 10/30/2020**

**.09(1)(c) - Consultant observed valid evidence of CRC for all staff on this date.**

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

**Comment**

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

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

**Correction Deadline: 7/19/2019**

**Corrected on 10/30/2020**

**.33(6) - Consultant observed valid evidence of 2019 annual training for staff.**

**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.

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

**Comment**

Adequate supervision observed on this date.