



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: 8/24/2017 **VisitType:** Monitoring Visit

Arrival: 10:15 AM

Departure: 12:40 PM

CCLC-2229

WOOD ACRES COUNTRY DAY SCHOOL, INC.

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

Regional Consultant

Leah Klatzker

Phone: (770) 357-7038

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leah.klatzker@dec.al.ga.gov

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.
08/24/2017	Monitoring Visit	Good Standing	
04/20/2017	Licensing Study	Good Standing	
10/19/2016	Monitoring Visit	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	Not In Use
4	O		0	0	C	21	C	NA	NA	Not In Use
4	P		0	0	C	21	C	NA	NA	Not In Use
4	Q		0	0	C	21	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0							
5	J	Four Year Olds and Five Year Olds	2	14	C	21	C	NA	NA	Centers
5	K	Four Year Olds and Five Year Olds	2	13	C	21	C	NA	NA	Transitioning
5	L	Four Year Olds	2	14	C	21	C	NA	NA	Centers
5	M	Four Year Olds	2	14	C	21	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 84			Total Capacity @25 sq. ft.: 0							
7	G	Three Year Olds	2	14	C	19	C	NA	NA	Transitioning
7	H	Three Year Olds	2	15	C	18	C	NA	NA	Transitioning
7	I	Three Year Olds	2	14	C	19	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 56			Total Capacity @25 sq. ft.: 0							
8	D	Infants and One Year Olds	1	2	C	20	C	NA	NA	Free Play
8	E	Two Year Olds	2	9	C	18	C	NA	NA	Clean Up
8	F	Two Year Olds	2	7	C	19	C	NA	NA	Snack
Total Capacity @35 sq. ft.: 57			Total Capacity @25 sq. ft.: 0							

Total # Children this Date: 116 Total Capacity @35 sq. ft.: 281

Total Capacity @25 sq.
ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Requested new files on this date.

Plan of Improvement: Developed This Date 08/24/2017

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).



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.



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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@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.

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)

Mary Manning, Program Official

Date

Leah Klatzker, 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(2) requires the center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. It was determined based on observation classroom D did not have any lesson plans on this date.

POI (Plan of Improvement)

The center will create and maintain lesson plans for each age group that detail the practices and activities used to support children's development.

Correction Deadline: 8/28/2017

Recited on 8/24/2017

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

Met

Correction Deadline: 4/20/2017

Corrected on 8/24/2017

.12(4)(e) - Previous citation corrected.

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

Reminder-Keep Hazards Inaccessible

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

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the back large playground presented rust on five of six swings' chains on this date.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 9/3/2017**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the right-side of the back large playground presented an abundance of overgrowth with thorns growing over the back fencing

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 8/24/2017**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

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

Observed-Complete Documentation

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

Observed-Discussion/Redirection

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

No Routine Transportation Provided

Sleeping & Resting Equipment

Correction Deadline: 4/21/2017

Corrected on 8/24/2017

.30(1)(a)3 - Staff stated sheets are wahed or changed daily.

Staff Records

Records Reviewed: 25

Records with Missing/Incomplete Components: 3

Staff # 1	Met
Date of Hire: 06/02/2002	
Staff # 2	Met
Date of Hire: 06/10/2002	
Staff # 3	Met
Date of Hire: 08/21/2017	
Staff # 4	Met
Date of Hire: 08/01/2016	
Staff # 5	Met
Date of Hire: 06/08/2002	
Staff # 6	Not Met
Date of Hire: 10/06/2016	
<u>"Missing/Incomplete Components"</u>	
.33(2)-Health & Safety Certificate	
Staff # 7	Not Met
Date of Hire: 07/24/2014	
<u>"Missing/Incomplete Components"</u>	
.33(2)-Health & Safety Certificate	
Staff # 8	Met
Date of Hire: 07/20/2015	
Staff # 9	Met
Date of Hire: 08/21/2017	
Staff # 10	Met
Date of Hire: 06/10/2002	
Staff # 11	Met
Date of Hire: 06/02/2002	

Staff # 12 Date of Hire: 06/24/2016	Met
Staff # 13 Date of Hire: 06/02/2002	Met
Staff # 14 Date of Hire: 08/14/2017	Met
Staff # 15 Date of Hire: 06/13/2002	Met
Staff # 16 Date of Hire: 08/20/2007	Met
Staff # 17 Date of Hire: 06/23/2014	Met
Staff # 18 Date of Hire: 07/22/2014	Met
Staff # 19 Date of Hire: 11/09/2012	Met
Staff # 20 Date of Hire: 09/22/2002	Met
Staff # 21 Date of Hire: 10/11/2013 <u>"Missing/Incomplete Components"</u> .33(2)-Health & Safety Certificate	Not Met
Staff # 22 Date of Hire: 09/10/2015	Met
Staff # 23 Date of Hire: 06/06/2002	Met
Staff # 24 Date of Hire: 08/21/2017	Met
Staff # 25 Date of Hire: 09/02/2002	Met

591-1-1-.09 Criminal Records Check(CR)	Met
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Comment

Criminal Records Check complete

591-1-1-.14 First Aid & CPR	Met
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Correction Deadline: 5/20/2017

Corrected on 8/24/2017

.14(1) - The Director had a current CPR and First aid training on this date.

591-1-1-.33 Staff Training	Not Met
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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 a review of records that three staff did not complete the training by the required time.

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: 9/23/2017

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

Lead staff education requirements

Staffing and Supervision

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

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision