



**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:** 11/16/2021 **VisitType:** Monitoring Visit

**Arrival:** 10:30 AM

**Departure:** 11:40 AM

**CCLC-36139**

**The Goddard School**

4875 Windward Parkway Alpharetta, GA 30004 Fulton County  
 (770) 663-4155 Alpharetta3ga@goddardschools.com

**Regional Consultant**

LaToya Longshore

Phone: (470) 542-7388

Fax: (404) 478-8102

latoya.longshore@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<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.
11/16/2021	Monitoring Visit	Good Standing	
05/12/2021	Complaint Closure	Good Standing	
04/22/2021	Complaint Investigation & 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
Bldg 1	A1R	Infants	4	10	C	13	C	NA	NA	Nap,Feeding,Flo or Play
Bldg 1	B 2R	One Year Olds	4	13	C	13	C	NA	NA	Centers
Bldg 1	C 3R	One Year Olds	2	14	C	13	NC	NA	NA	Outside
Bldg 1	D 4R	Two Year Olds	2	13	C	16	C	NA	NA	Outside
Bldg 1	E 4L	Three Year Olds	3	18	C	21	C	29	C	Centers
Bldg 1	F 3L	Three Year Olds	2	13	C	22	C	30	C	Centers
Bldg 1	G 2L		0	0	C	21	C	NA	NA	
Bldg 1	H 1L		0	0	C	21	C	30	C	
Total Capacity @35 sq. ft.: 140			Total Capacity @25 sq. ft.: 207							
Bldg 2	1L	Four Year Olds	2	11	C	21	C	NA	NA	Transitioning
Bldg 2	1R	GA PreK	2	19	C	23	C	NA	NA	Centers
Bldg 2	Gym		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.: 67			Total Capacity @25 sq. ft.: 207							
Total # Children this Date: 111			Total Capacity @35 sq. ft.: 207			Total Capacity @25 sq. ft.: 207				

Building	Playground	Playground Occupancy	Playground Compliance
Bldg 1	Preschool Playground	111	C
Bldg 1	Toddler Playground	61	C

### Comments

An Monitoring visit was conducted on November 16, 2021. Staff files, children's files, and background checks were all reviewed. A virtual inspection was conducted on November 16, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 11/16/2021

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/Regulations.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.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Tara Hattery, Program Official

Date

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LaToya Longshore, 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-.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**

Proper diapering procedures observed.

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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**

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

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

**Comment**

Center does not provide routine transportation.

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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: 34**

**Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Date of Hire: 09/07/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 2	Met
Date of Hire: 01/11/2008	
Staff # 3	Met
Date of Hire: 01/14/2020	
Staff # 4	Met
Date of Hire: 12/14/2020	
Staff # 5	Met
Date of Hire: 03/02/2020	
Staff # 6	Met
Date of Hire: 07/26/2021	
Staff # 7	Met
Date of Hire: 03/02/2021	

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Staff # 8 Date of Hire: 04/23/2019	Met
Staff # 9 Date of Hire: 03/19/2014	Met
Staff # 10 Date of Hire: 05/28/2019	Met
Staff # 11	Met
Staff # 12 Date of Hire: 03/17/2016	Met
Staff # 13 Date of Hire: 11/15/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 14 Date of Hire: 10/18/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 15 Date of Hire: 09/21/2020	Met
Staff # 16 Date of Hire: 10/11/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 17 Date of Hire: 02/04/2020	Met
Staff # 18 Date of Hire: 08/03/2017	Met
Staff # 19 Date of Hire: 06/17/2019	Met
Staff # 20 Date of Hire: 03/26/2018	Met
Staff # 21 Date of Hire: 07/16/2018	Met
Staff # 22 Date of Hire: 07/27/2021	Met

**Records Reviewed: 34****Records with Missing/Incomplete Components: 1**

Staff # 23	Met
Date of Hire: 11/02/2011	
Staff # 24	Met
Date of Hire: 04/07/2021	
Staff # 25	Not Met
Date of Hire: 10/01/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 26	Met
Date of Hire: 04/16/2018	
Staff # 27	Met
Date of Hire: 02/07/2020	
Staff # 28	Met
Date of Hire: 06/02/2021	
Staff # 29	Met
Date of Hire: 06/02/2021	
Staff # 30	Met
Date of Hire: 06/02/2021	
Staff # 31	Met
Staff # 32	Met
Staff # 33	Met
Date of Hire: 06/02/2023	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 34	Met
Date of Hire: 06/02/2021	

**Staff Credentials Reviewed: 2**

<b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b>	<b>Not Met</b>
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**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of staff records, staff #25 was not electronically ported prior to being on premises.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will obtain a checklist for staff to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will routinely monitor staff checklist to ensure Comprehensive Records Check rules are maintained.

**Correction Deadline: 11/16/2021**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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.