



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: 9/18/2018 **VisitType:** Licensing Study

Arrival: 10:10 AM

Departure: 1:00 PM

CCLC-38314

The Goddard School

2375 Log Cabin Drive Smyrna, GA 30080 Cobb County
 (770) 432-1231 dviningsga@goddardshools.com

Regional Consultant

Courtney Moody

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@decal.ga.gov

Mailing Address

2375 Log Cabin Drive
 Vinings, GA 30339

Quality Rated:

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.
09/18/2018	Licensing Study	Good Standing	
04/13/2018	Incident Investigation Closure	Good Standing	
03/29/2018	Incident 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.	A-1 (Pelicans)	Infants	2	6	C	9	C	NA	NA	Music
Bldg.	A-2		0	0	C	5	C	NA	NA	Not In Use
Bldg.	B (Belugas)	Infants	2	5	C	13	C	NA	NA	Floor Play
Bldg.	C (Turtles)	One Year Olds	2	7	C	16	C	NA	NA	Outside
Bldg.	D (Crabs)	One Year Olds	2	8	C	17	C	NA	NA	Outside
Bldg.	E (Clownfish)	One Year Olds	2	11	C	16	C	NA	NA	Music
Bldg.	F (Lobsters)	Two Year Olds	2	12	C	21	C	NA	NA	Music
Bldg.	G (Starfish)	Two Year Olds	3	16	C	21	C	NA	NA	Centers
Bldg.	H (Seahorses)	Three Year Olds	2	11	C	21	C	NA	NA	Outside
Bldg.	I (Dolphins)		0	0	C	22	C	NA	NA	
Bldg.	J (Jellyfish)	Four Year Olds and Five Year Olds	3	15	C	21	C	NA	NA	Centers
Bldg.	K-Upstairs (Sharks)	PreK	2	17	C	28	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 210

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 108

Total Capacity @35 sq. ft.: 210

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Bldg.	Back	22	C
Bldg.	Front	47	C

Comments

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

Carla Brown, Program Official

Date

Courtney Moody, Consultant

Date



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

Findings Report

Date: 9/18/2018 **VisitType:** Licensing Study

Arrival: 10:10 AM

Departure: 1:00 PM

CCLC-38314

The Goddard School

2375 Log Cabin Drive Smyrna, GA 30080 Cobb County
(770) 432-1231 dviningsga@goddardshools.com

Mailing Address

2375 Log Cabin Drive
Vinings, GA 30339

Regional Consultant

Courtney Moody

Phone: (800) 796-7861

Fax: (800) 798-6764

courtney.moody@dec.al.gov

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.

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

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)

Technical Assistance

Technical Assistance

Discussed maintenance of chipped paint on yellow pole of large play structure and handle of red trikes.

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

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

Correction Deadline: 3/29/2018

Corrected on 9/18/2018

.11(1) - Appropriate discipline observed on this date.

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: 24

Records with Missing/Incomplete Components: 4

Staff # 1 Met
Date of Hire: 06/05/2013

Staff # 2 Not Met
Date of Hire: 07/19/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 3 Met
Date of Hire: 12/02/2014

Staff # 4 Met
Date of Hire: 03/25/2015

Staff # 5 Met
Date of Hire: 12/12/2017

Staff # 6 Met
Date of Hire: 09/21/2015

Staff # 7 Date of Hire: 04/27/2017	Met
Staff # 8 Date of Hire: 03/31/2013	Met
Staff # 9 Date of Hire: 09/19/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 10 Date of Hire: 07/30/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 11 Date of Hire: 06/01/2015	Met
Staff # 12 Date of Hire: 07/17/2018 <u>"Missing/Incomplete Components"</u> .24(1)-Evidence of Orientation Missing	Not Met
Staff # 13 Date of Hire: 10/13/2017	Met
Staff # 14 Date of Hire: 03/29/2017	Met
Staff # 15 Date of Hire: 12/20/2020	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16 Date of Hire: 03/30/2016	Met
Staff # 17 Date of Hire: 07/27/2016	Met
Staff # 18 Date of Hire: 02/12/2015	Met
Staff # 19 Date of Hire: 11/15/2017	Met

Staff # 20 Date of Hire: 01/22/2016	Met
Staff # 21 Date of Hire: 10/06/2016	Met
Staff # 22 Date of Hire: 07/13/2018	Met
Staff # 23 Date of Hire: 04/14/2016	Met
Staff # 24	Met

Staff Credentials Reviewed: 24**591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined that two employees were hired July of 2018 to work within the center. The center was observed to have a satisfactory clearance letters that were issued from the Department August 2016 and May 2017. The clearance letters were observed to be older than one year, therefore it is no longer considered to be portable. The staff members must obtain a new clearance letter. A one day letter was left with the center.

POI (Plan of Improvement)

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed.

Correction Deadline: 9/18/2018**591-1-1-.24 Personnel Records****Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of records that two new hires did not have evidence of completing the required orientation including date and signature of person providing the orientation

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 9/23/2018

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

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Staff observed to provide direct supervision and be attentive to children's needs.