



**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:** 3/22/2018    **VisitType:** Licensing Study    **Arrival:** 1:15 PM    **Departure:** 4:00 PM

**CCLC-46120**

**The Goddard School**

4410 Johns Creek Parkway Suwanee, GA 30024 Forsyth County  
 (678) 475-0701 dsuwanee1ga@goddardschools.com

**Regional Consultant**

Candace Gilbert

Phone: (866) 371-4935

Fax: (866) 371-7713

candace.gilbert@dec.al.ga.gov

**Mailing Address**

4410 Johns Creek Pkwy  
 Suwanee, GA 30024

**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.
03/22/2018	Licensing Study	Good Standing	
07/31/2017	Monitoring Visit	Good Standing	
03/17/2017	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
Main	1L	Infants	1	5	C	12	C	NA	NA	Nap, Floor Play, Feeding
Main	1RT	Four Year Olds	2	23	C	24	C	33	C	Transitioning, Nap
Main	2 Right	Two Year Olds	3	16	C	20	C	NA	NA	Nap
Main	2L	One Year Olds	1	6	C	10	C	NA	NA	Nap
Main	3L	Two Year Olds	1	9	C	16	C	NA	NA	Nap
Main	4L		0	0	C	18	C	26	C	
Main	BK Left	Four Year Olds	2	14	C	20	C	28	C	Nap
Main	BK Right	Three Year Olds	2	16	C	19	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 139

Total Capacity @25 sq. ft.: 164

Total # Children this Date: 89

Total Capacity @35 sq. ft.: 139

Total Capacity @25 sq. ft.: 164

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	55	C
Main	Playground B	106	C

**Comments**

The purpose of this visit was to complete a licensing study to follow up to the previous visit conducted on July 31, 2017. Consultant observed lead teacher credentials for all lead teachers. Computer program would not save credentials for two lead teachers.

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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](mailto: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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Tiffany Abrams, Program Official

Date

Candace Gilbert, 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:** 3/22/2018    **VisitType:** Licensing Study    **Arrival:** 1:15 PM    **Departure:** 4:00 PM

**CCLC-46120**

**The Goddard School**

4410 Johns Creek Parkway Suwanee, GA 30024 Forsyth County  
(678) 475-0701 dsuwanee1ga@goddardschools.com

**Mailing Address**

4410 Johns Creek Pkwy  
Suwanee, GA 30024

**Regional Consultant**

Candace Gilbert

Phone: (866) 371-4935

Fax: (866) 371-7713

candace.gilbert@decal.ga.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.

### 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**

**Technical Assistance**

**Comment**

Parent authorizations obtained/completed.

**Comment**

Records were observed to be complete and well organized.

**Technical Assistance**

591-1-1-.08(6) - Consultant discussed arrival and departure records with provider.

**Correction Deadline: 3/22/2018**

<b>Facility</b>
-----------------

---

**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**

**Correction Deadline: 7/31/2017**

**Corrected on 3/22/2018**

**.25(13) - Consultant did not observed any hazards accessible.**

---

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

**Correction Deadline: 8/14/2017**

**Corrected on 3/22/2018**

**.26(4) - Consultant observed previous citation corrected.**

<b>Food Service</b>
---------------------

---

**591-1-1-.15 Food Service & Nutrition** **Not Met**

**Correction Deadline: 7/31/2017**

**Corrected on 3/22/2018**

**.15(2)(a) - Consultant observed staff to properly feed children in the infant room**

**Finding**

591-1-1-.15(8) requires that a written statement be on file from a medical authority when a child requires a modified diet for medical reasons and from the child's Parent(s) when a child requires a modified diet for religious reasons. All caregiver Personnel shall be informed of the diet restriction for the child and only food that complies with the prescribed dietary regimen but still meets the food and nutrition requirements shall be served to the child. It was determined based on consultant's observation and review of records that two children were being served almond milk without medical notes or being offered a credible milk during required meals/snacks.

**POI (Plan of Improvement)**

The Center will obtain the appropriate written statement and keep it on file, inform all caregiver Staff, and only serve the child food that complies, but still meets the nutrition requirements in these rules and will review and monitor.

**Correction Deadline: 3/22/2018**

---

**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen appears clean and well organized. Consultant observed health department inspection with a score of 99 (A) from December 19, 2017.

<b>Health and Hygiene</b>
---------------------------

---

**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. Staff stated proper knowledge regarding handwashing.

---

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

**Comment**

Documentation for medication dispensing observed complete. Center currently only has emergency medications.

---

**Policies and Procedures**

---

---

**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed all required posted notices and observed complete emergency plan.

---

**Safety**

---

---

**591-1-1-.05 Animals** **Met**

**Comment**

Center does not keep animals on premises.

---

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

**Comment**

Age-appropriate discussion and/or redirection observed.

---

**591-1-1-.13 Field Trips(CR)** **Met**

**Comment**

Center does not participate in field trips at this time.

---

**591-1-1-.36 Transportation(CR)** **Not Met**

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on consultant's review of records one driver had expired transportation training.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 4/1/2018**

---

**Sleeping & Resting Equipment**

---

**Comment**

Discussed SIDS and infant sleeping position.

**Technical Assistance**

591-1-1-.30(1)(d) - Please ensure that there is at least 12 inches between each child's cot and another child's cot.

**Correction Deadline: 3/22/2018**

**Staff Records**


---

**Records Reviewed: 15**
**Records with Missing/Incomplete Components: 0**


---

Staff # 9 Met  
Date of Hire: 01/11/2016

---

**Records Reviewed: 15**
**Records with Missing/Incomplete Components: 1**


---

Staff # 1 Met  
Date of Hire: 09/30/2016

Staff # 2 Met  
Date of Hire: 09/30/2016

Staff # 3 Met  
Date of Hire: 09/30/2016

Staff # 4 Met  
Date of Hire: 12/01/2016

Staff # 5 Met  
Date of Hire: 09/30/2016

Staff # 6 Met  
Date of Hire: 09/30/2016

Staff # 7 Met  
Date of Hire: 05/15/2017

Staff # 8 Met  
Date of Hire: 09/30/2016

Staff # 10 Met  
Date of Hire: 09/30/2016

Staff # 11 Met  
Date of Hire: 09/30/2016

Staff # 12 Not Met

**Records Reviewed: 15****Records with Missing/Incomplete Components: 1**

Date of Hire: 09/30/2016

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 13

Met

Date of Hire: 09/30/2016

Staff # 14

Met

Date of Hire: 09/30/2016

Staff # 15

Met

Date of Hire: 09/30/2016

**Staff Credentials Reviewed: 15****591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal records checks were observed to be complete.

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

Please replace expired antibiotic cream.

**591-1-1-.33 Staff Training****Technical Assistance****Technical Assistance**

591-1-1-.33(6) - Consultant reviewed and discussed health and safety orientation and annual training requirements with provider and how they will be applied to each calendar year.

**Correction Deadline: 4/21/2018****591-1-1-.31 Staff(CR)****Met****Comment**

Consultant observed staff to follow all applicable laws and regulations.

**Correction Deadline: 3/22/2018****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.