



**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:** 1/10/2019    **VisitType:** Initial Licensing Study    **Arrival:** 9:00 AM    **Departure:** 1:00 PM

**CCLC-48305**

**Woodstock City Church WeekDay Preschool**

150 Ridgewalk Parkway Woodstock, GA 30188 Cherokee County  
(770) 337-0581 melissa.warner@northpoint.org

**Mailing Address**  
Same

**Regional Consultant**

Chrissy Powell

Phone: (678) 442-7065

Fax:

chrissy.Powell@decal.ga.gov

Joint with: Jennifer Salies

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
01/10/2019	Initial Licensing Study	Good Standing

**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.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes			
Building 1	A- Infants-102	Infants	2	4	C	8	C	NA	NA	Floor Play,Feeding			
Building 1	D-Toddler-145	Infants and Two Year Olds and Three Year Olds	2	9	C	17	C	NA	NA	Outside,Free Play			
Building 1	E-3-4's-147	Three Year Olds and Four Year Olds	1	4	C	16	C	NA	NA	Free Play			
Total Capacity @35 sq. ft.:			41			Total Capacity @25 sq. ft.:					0		
Total # Children this Date:			17			Total Capacity @35 sq. ft.:			41			Total Capacity @25 sq. ft.:	0

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Back PG	17	C

**Comments**

The purpose of this visit was to conduct the initial licensing study. Permission to operate was issued on this date.

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.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.

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#### 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](mailto: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.

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**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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Melissa Warner, Program Official

Date

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Chrissy Powell, Consultant

Date

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Jennifer Salies, Consultant

Date



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### Findings Report

**Date:** 1/10/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 1:00 PM

**CCLC-48305**

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

A-Infants-102 classroom capacity has been limited by center's request to eight (8) children.

D-Toddlers-145 classroom capacity has been limited by center's request to twelve (12) children.

**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.

### Food Service

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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk  
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk  
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Snack and lunches are provided by parents.

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<b>Health and Hygiene</b>
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**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**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

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<b>Organization</b>
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**591-1-1-.16 Governing Body & License****Not Met****Finding**

591-1-1-.16(c) prohibits the operation of a Child Care Learning Center without a License or Permit. A separate License or Permit is required for each address or location at which a Center is proposed to be operated even when all of the proposed Centers are owned by the same person or entity. A separate License or Permit is also required for each Center operated at a single location by the same governing body. It was determined based on consultant's observation that the facility was operating without a license.

**POI (Plan of Improvement)**

The facility received permission to operate on this date.

**Correction Deadline: 1/10/2019**

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<b>Safety</b>
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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-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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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.

Four (4) of four cribs(4) met CPSC guidelines.

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**Staff Records**

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**Records Reviewed: 7****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 01/10/2019	
Staff # 2	Met
Date of Hire: 08/01/2016	
Staff # 3	Met
Date of Hire: 12/07/2018	
Staff # 4	Met
Date of Hire: 12/22/2015	
Staff # 5	Met
Date of Hire: 01/10/2019	
Staff # 6	Met
Date of Hire: 09/12/2016	
Staff # 7	Met
Date of Hire: 01/10/2019	

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**Staff Credentials Reviewed: 7**

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

Criminal record checks were observed to be complete.

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

**Met**

**Comment**

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

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**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**

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

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

**Met**

**Comment**

A supervision plan was created on this date for the cubbies located outside of the classroom. Staff will ensure children are supervised at all times when getting items from their cubbies.

**Comment**

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