



**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:** 2/20/2020    **VisitType:** Licensing Study    **Arrival:** 9:10 AM    **Departure:** 1:30 PM

**CCLC-48929**

**The Goddard School of Woodstock**

3115 Parkbrooke Cir Woodstock, GA 30189 Cherokee County  
 (770) 516-0880 woodstockga@goddardschools.com

**Regional Consultant**

Sarah Ward

Phone: (229) 584-1395  
 Fax: (229) 584-1394  
 sarah.ward@decals.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.
02/20/2020	Licensing Study	Good Standing	
08/12/2019	Monitoring Visit	Good Standing	
03/20/2019	Licensing Study	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	1- Infant	Infants	5	14	C	14	C	NA	NA	Nap,Feeding,Floor Play,Diapering
Main	2 12m-18m	One Year Olds	2	5	C	10	C	NA	NA	Free Play
Main	3 18m-24m	One Year Olds and Two Year Olds	2	9	C	13	C	NA	NA	Art
Main	4 24m-30m	Two Year Olds	2	7	C	13	C	NA	NA	Story,Circle Time
Main	5 30m-35m	Two Year Olds and Three Year Olds	2	11	C	15	C	NA	NA	Free Play
Main	6 3's	Three Year Olds	1	7	C	21	C	NA	NA	Centers,Transitioning
Main	7 3's	Three Year Olds and Four Year Olds	2	17	C	22	C	NA	NA	Circle Time
Main	8 4's	Four Year Olds and Five Year Olds	1	9	C	21	C	NA	NA	Circle Time
Main	9 4's	Five Year Olds and Six Year Olds and Over	1	10	C	21	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 150						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 89			Total Capacity @35 sq. ft.: 150			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A School Age	42	C
Main	Playground B Infant/Toddler	30	C

**Comments**

The purpose of this visit was to conduct a licensing study and follow up to the previous visit.

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.dec.al.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@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).

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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Cinnamon Snipes, Program Official

Date

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Sarah Ward, Consultant

Date



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### Findings Report

**Date:** 2/20/2020 **VisitType:** Licensing Study **Arrival:** 9:10 AM **Departure:** 1:30 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

Defer

**Comment**

A variety of equipment and toys were observed throughout the center.

**Comment**

Discussed rotating toys to support the procedures of daily disinfecting.

**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.

### 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

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**591-1-1-.08 Children's Records** **Met**

**Comment**

Records were observed to be complete and well organized.

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**Facility**

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

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

Center appears clean and well maintained.

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

**Comment**

Playground not observed on this date due to inclement weather.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

Proper diapering procedures observed.

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

Proper hand washing observed throughout the center.

**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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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of the program's fire/ tornado/ emergency preparedness documentation form, a tornado drill was conducted one time in 2019 on March 26, 2019 and a lock down drill was only performed one time in 2019 on March 1, 2019.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 2/25/2020**

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

Observed all required posted notices.

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**Safety**

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

Animals maintained clean and appropriately caged.

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

Age-appropriate discussion and/or redirection observed.

**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**

Infant room staff stated correct SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**Correction Deadline: 8/12/2019****Corrected on 2/20/2020**

It was determined based on observation that all crib mattresses were firm, tight-fitting without gaps on this date.

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**Staff Records**

**Records Reviewed: 13**

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

Staff # 1 Date of Hire: 11/02/2017	Met
Staff # 2 Date of Hire: 04/07/2012	Met
Staff # 3 Date of Hire: 01/18/2020	Met
Staff # 4 Date of Hire: 02/07/2019	Met
Staff # 5 Date of Hire: 08/01/2018	Met
Staff # 6 Date of Hire: 03/05/2019	Met
Staff # 7 Date of Hire: 02/17/2020	Met
Staff # 8 Date of Hire: 04/22/2019	Met
Staff # 9 Date of Hire: 12/03/2007	Met
Staff # 10 Date of Hire: 04/02/2018	Met
Staff # 11 Date of Hire: 06/06/2011	Met
Staff # 12 Date of Hire: 07/30/2018	Met
Staff # 13 Date of Hire: 01/01/2015	Met

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**Staff Credentials Reviewed: 14**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Correction Deadline: 8/12/2019**

Corrected on 2/20/2020

It was determined based on review of staff files that all employees had a satisfactory comprehensive criminal records check on this date.

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

**Comment**

Complete first aid kits observed in center.

**Comment**

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

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Documentation observed of required staff training.

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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**

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.