



**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

**Cover Sheet**

**Date:** 10/28/2021 **VisitType:** Licensing Study

**Arrival:** 2:25 PM

**Departure:** 3:35 PM

**CCLC-53973**

**Kids 'R' Kids Woodstock**

407 Springfield Drive Woodstock, GA 30188 Cherokee County  
(770) 591-0900 Michelle@kidskidswoodstock.com

**Mailing Address**  
Same

**Regional Consultant**

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@decal.ga.gov

Joint with: Jessica Grant

**Quality Rated:** No

| <b>Compliance Zone Designation</b> |                         |               |
|------------------------------------|-------------------------|---------------|
| 10/28/2021                         | Licensing Study         | Good Standing |
| 03/23/2021                         | 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      |
|----------|----------------------------|------------------------------------|-------|----------|------|------------|--------------|------------|--------------|------------|
| Main     | 4th RT/350PreK2            | GA PreK                            | 2     | 19       | C    | 20         | C            | NA         | NA           | Outside    |
| Main     | A- Infants(1st LF/100)     | Infants                            | 1     | 1        | C    | 27         | C            | NA         | NA           | Free Play  |
| Main     | B- Toddlers(2nd Lft/150)   | One Year Olds                      | 2     | 10       | C    | 25         | C            | NA         | NA           | Outside    |
| Main     | C- (3rd LF) AS             | GA PreK                            | 2     | 15       | C    | 52         | C            | NA         | NA           | Centers    |
| Main     | D-Back Middle-GA PreK1     |                                    | 0     | 0        | C    | 25         | C            | NA         | NA           | Not In Use |
| Main     | F- 4 year old(3rd RT/300)  | Three Year Olds and Four Year Olds | 1     | 14       | C    | 24         | C            | NA         | NA           | Art        |
| Main     | G- 3 year old (2nd RT/250) | Three Year Olds                    | 1     | 10       | C    | 23         | C            | NA         | NA           | Outside    |
| Main     | H- 2 year old (1st RT/200) | Two Year Olds                      | 2     | 18       | C    | 23         | C            | NA         | NA           | Outside    |

Total Capacity @35 sq. ft.: 219

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 87

Total Capacity @35 sq. ft.: 219

Total Capacity @25 sq. ft.: 0

| Building | Playground         | Playground Occupancy | Playground Compliance |
|----------|--------------------|----------------------|-----------------------|
| Main     | Infant Playground  | 20                   | C                     |
| Main     | Main Playground    | 157                  | C                     |
| Main     | Toddler Playground | 40                   | C                     |

### Comments

An Administrative Review was conducted on October 25, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on October 25, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 10/28/2021

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/ChildCare/Regulations>, 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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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)

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)

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Michelle Hamilton, Program Official

Date

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Rachael Brown, Consultant

Date

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Jessica Grant, Consultant

Date



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### Findings Report

Date: 10/28/2021 VisitType: Licensing Study

Arrival: 2:25 PM

Departure: 3:35 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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. No pool on property.

### Children's Records

**Records Reviewed: 5**

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

|  |         |
|--|---------|
| Child # 1                                | Met     |
| Child # 2                                | Met     |
| Child # 3                                | Not Met |
| <u>"Missing/Incomplete Components"</u>   |         |
| .08(3)-Address of Release Person Missing |         |
| Child # 4                                | Met     |
| Child # 5                                | Met     |

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

**Met**

**Comment**

591-1-1-.08(1) - Please ensure a complete address is obtained for persons to whom the child may be released.

Correction Deadline: 10/28/2021

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

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

**Not Met**

**Finding**

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on observation the bathrooms in Suite 150 and Suite 200 were not fully enclosed and lacked adequate ventilation.

**POI (Plan of Improvement)**

The Center will fully enclose and ventilate bathroom areas, in Suite 150 and Suite 200 as required, and will provide adequate ventilation and sanitation in bathrooms.

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

**Recited on 10/28/2021**

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

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

**Met**

**Correction Deadline: 3/31/2021**

**Corrected on 10/28/2021**

.26(4) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected. Consultant observed fencing and observed that screws had been cut and caps. Consultant observed gaps in fencing to be corrected.

**Correction Deadline: 4/2/2021**

**Corrected on 10/28/2021**

.26(9) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected. Consultant observed gutters and shade tent poles to be corrected. Playgrounds observed to be in good repair on this date.

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

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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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appears clean and well organized.

**Correction Deadline: 3/22/2021**

Corrected on 10/28/2021

.18(12) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected. No children were observed in the kitchen area and kitchen counters measured four foot in height.

## Health and Hygiene

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Provider on this date. During the virtual walk through the diapering area was observed and the provider displayed proper knowledge of the rules and regulations.

Correction Deadline: 3/23/2021

Corrected on 10/28/2021

.10(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected. Consultant observed a vent fan in the diapering area that passed the tissue test.

### 591-1-1-.17 Hygiene(CR)

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Provider on this date. Liquid soap and paper towels were observed accessible in the restroom area.

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

N/A

#### Comment

The Provider currently does not dispense/administer medication.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Met

#### Comment

Program observed complete emergency drills

### 591-1-1-.27 Posted Notices

Met

#### Comment

Observed all required posted notices.

### 591-1-1-.29 Required Reporting

Met

#### Comment

Thank you for reporting as required.

## Safety

### 591-1-1-.05 Animals

N/A

#### Comment

Center does not keep animals on premises.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Staff were observed to maintain a positive learning environment on this date. Regulations regarding proper discipline were discussed with the Provider on this date. Redirection and discussion stated to be used in the center.

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

N/A

**Comment**

Center does not participate in field trips at this time.

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

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The vehicles had an approved fire extinguisher and first aid kit on this date. Interior of vehicles observed to be in good repair.

**Comment**

Complete documentation of transportation observed.

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**Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed SIDS and infant sleeping position. Staff stated appropriate infant safe sleep practices. Cribs and cots observed to be in good repair and sheets/blankets stated to be laundered appropriately.

**Correction Deadline: 3/24/2021****Corrected on 10/28/2021****.30(4) - A Virtual Visit was conducted due to the COVID-19 pandemic. Citation observed to be corrected on this date. Consultant observed individual sheets and blankets to be stored separately and out of reach of children.**

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**Staff Records****Records Reviewed: 25****Records with Missing/Incomplete Components: 0**

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|                          |     |
|--------------------------|-----|
| Staff # 1                | Met |
| Date of Hire: 07/25/2021 |     |
| Staff # 2                | Met |
| Date of Hire: 07/20/2021 |     |
| Staff # 3                | Met |
| Date of Hire: 04/02/2012 |     |
| Staff # 4                | Met |
| Date of Hire: 06/01/2021 |     |
| Staff # 5                | Met |
| Date of Hire: 03/21/2021 |     |
| Staff # 6                | Met |
| Date of Hire: 06/22/2021 |     |
| Staff # 7                | Met |
| Date of Hire: 10/05/2020 |     |
| Staff # 8                | Met |

Date of Hire: 05/15/2017

Staff # 9 Met

Date of Hire: 07/26/2021

Staff # 10 Met

Date of Hire: 03/23/2021

Staff # 11 Met

Date of Hire: 12/21/2020

Staff # 12 Met

Staff # 13 Met

Staff # 14 Met

Date of Hire: 04/28/2021

Staff # 15 Met

Date of Hire: 12/14/2020

Staff # 16 Met

Date of Hire: 03/29/2021

Staff # 17 Met

Date of Hire: 03/08/2017

Staff # 18 Met

Date of Hire: 09/03/2021

Staff # 19 Met

Date of Hire: 10/31/2019

Staff # 20 Met

Date of Hire: 08/09/2021

Staff # 21 Met

Date of Hire: 08/24/2020

Staff # 22 Met

Date of Hire: 05/28/2019

Staff # 23 Met

Date of Hire: 10/03/2007

Staff # 24 Met



**Records Reviewed: 25**

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

Date of Hire: 03/18/2021

Staff # 25

Met

Date of Hire: 11/09/2020

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**Staff Credentials Reviewed: 9**

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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.

**Comment**

Director provided nine files for employees hired since last visit.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Complete first aid kits observed in center and on vehicles.

**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**

A Virtual Visit was conducted due to the COVID-19 pandemic. 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.