



**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:** 2/8/2023    **VisitType:** Incident Investigation/Licensing Study    **Arrival:** 9:50 AM    **Departure:** 4:45 PM

**CCLC-24257**

**The Goddard School Suwanee III**

1460 Satellite Boulevard Suwanee, GA 30024 Gwinnett County  
 (770) 476-1760 dsuwanee3ga3@goddardschools.com

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@dec.al.ga.gov

**Mailing Address**

1460 Satellite Blvd.  
 Suwanee, GA 30024

**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.
02/08/2023	Incident Investigation/Licensing Study	Good Standing	
08/18/2022	Incident Investigation Closure	Good Standing	
07/25/2022	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
Main	A-1L-6wks-12 mnths	Infants	3	6	C	10	C	NA	NA	Nap,Floor Play,Free Play
Main	B-2L-12-18 mnths	One Year Olds	2	10	C	10	C	NA	NA	Music,Circle Time
Main	C-3L- 18-24 mnths	One Year Olds	2	6	C	10	C	NA	NA	Centers,Transitioning
Main	D-4L-24-30 mnths	Two Year Olds	2	15	C	18	C	NA	NA	Centers,Transitioning
Main	E-5L-30-36 mnths	Two Year Olds and Three Year Olds	2	14	C	17	C	NA	NA	Outside
Main	F-4R-3-5 years	Three Year Olds	3	14	C	20	C	NA	NA	Centers
Main	G-3R-3-5 years	Four Year Olds	2	15	C	21	C	NA	NA	Centers
Main	H-2R-4-5 years	GA PreK	2	17	C	21	C	NA	NA	Centers
Main	I-1R-3-5 years	GA PreK	2	12	C	20	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 147			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 109			Total Capacity @35 sq. ft.: 147							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-6wks- 2years	27	C
Main	Playground B-3-10 years	84	C

#### Comments

The purpose of this visit was to conduct an incident investigation and licensing study visit and to follow-up on the previous visit conducted on July 25, 2022.

Plan of Improvement: Developed This Date 02/08/2023

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.decga.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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Kristen Johnson, Program Official

Date

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Margarita Collier, Consultant

Date



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(Findings Report)

Date: 2/8/2023 VisitType: Incident Arrival: 9:50 AM Departure: 4:45 PM  
Investigation/Licensing Study

CCLC-24257

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR)

Technical Assistance

Comment

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

Technical Assistance

Please ensure to monitor toys and equipment for normal wear and tear.

591-1-1.35 Swimming Pools & Water-related Activities(CR)

Not Evaluated

Comment

Center does not provide swimming activities.

Children's Records

591-1-1.08 Children's Records

Technical Assistance

Comment

Parent agreements observed obtained/completed.

Technical Assistance

Please ensure that parents update the following information in their children's files as needed:

- Parents' home and work address and/or telephone number.
- Release to persons' name and address.
- Emergency contact persons' name and telephone number.
- Any special accommodations.
- Food allergies and/or chronic illnesses.

Comment

Records were observed to be complete and well organized.

Facility

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

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

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

Please be mindful to keep items that pose a hazard inaccessible to children.

**Correction Deadline: 8/24/2022**

**Corrected on 2/8/2023**

The previous citation was observed to be corrected. The consultant observed the center to be clean and in good repair.

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

Health and Hygiene
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591-1-1-.10 Diapering Areas & Practices(CR)	Technical Assistance
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**Technical Assistance**

Please ensure to monitor the diaper changing pads for normal wear and tear.

**Comment**

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

**Comment**

Staff stated the proper handwashing procedures for children and staff members.

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591-1-1-.20 Medications(CR)	Not Met
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**Technical Assistance**

The consultant discussed proper medication documentation and procedures with the director.

**Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on review of records that the center did not have written parental authorization to administer "Children's Benadryl" in the event of an allergic reaction. The consultant observed the medication to be in it's original container and labeled with the child's name. It was further determined based on review of records the center did not have documentation of the prescription number documented on the medication authorization form to administer an "Epinephrine Injection USP" in the event of an allergic reaction. The consultant did not observe the staff members to administer medication during the visit.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information. The designated person(s) will monitor daily.

**Correction Deadline: 2/8/2023**

**Finding**

591-1-1-.20(2) requires that written authorization to dispense medication is limited to two weeks unless otherwise prescribed by a physician or authorized under Georgia law. Medication shall only be dispensed out of its original container which must be labeled with the child's name or as authorized under Georgia law. It was determined based on observation that an "Albuterol Sulfate" inhaler was not stored in it's original containing with the child's name labeled on the container. The consultant observed the inhaler to be stored in a plastic ziploc bag with the child's name written on the inhaler itself. The consultant did not observe the staff members to administer any medications during the visit.

**POI (Plan of Improvement)**

The Center will train all Staff on the medication requirements. The designated person(s) will monitor the dispensing of medications.

**Correction Deadline: 2/8/2023**

**Finding**

591-1-1-.20(5) requires that medicines no which are no longer to be dispensed shall be returned to the child's Parent(s) immediately. It was determined based on observation of medications the center did not return a bottle of "Children's Zyrtec Allergy" medication to the assigned child's parent upon the medication expiring. The expiration date of the medication was documented for January 2023.

**POI (Plan of Improvement)**

The Center will train Staff on a system for tracking the use of medications and returning them to Parent(s).

**Correction Deadline: 2/8/2023**

**Safety**

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

**Not Evaluated**

**Comment**

Center does not keep animals on premises.

**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.

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

**Not Evaluated**

**Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)****Technical Assistance****Comment**

Complete documentation of transportation observed.

**Technical Assistance**

Please ensure to monitor the expiration dates of the antibiotic ointments.

**Comment**

The consultant observed the following vehicles to have evidence of a current vehicle inspection report:

- Vehicle tag #AZ10841 - Expires January 26, 2024.

- Vehicle tag #RPB3423 - Expires January 3, 2024.

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**Sleeping & Resting Equipment**

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

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**Staff Records**

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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**

The director provided 16 files for staff members hired since the previous visit was conducted on July 25, 2022. The consultant observed 15 of 16 newly hired staff members to have evidence of a satisfactory comprehensive determination letter on file. The consultant further observed one of 16 newly hired staff members to have evidence of a satisfactory national criminal record check letter on file. The consultant observed the staff member with a satisfactory national criminal record check letter to be supervised by a staff member with evidence of a satisfactory comprehensive determination letter on file.

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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-.33 Staff Training****Technical Assistance****Comment**

Documentation observed of required staff training.

**Technical Assistance**

Please ensure that all newly hired cooking staff complete the required four-clock hours of nutrition training within the first year of employment. Please ensure that the training covers the following topics food nutrition planning, preparation, serving, proper dish washing and food storage.

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

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**Staffing and Supervision**

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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.

**Comment**

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

**The following information is associated with a Incident Investigation Visit:**

	<b>Facility</b>
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**Correction Deadline: 8/16/2022**

**Corrected on 2/8/2023**

**The previous citation was observed to be corrected. The consultant observed the playground areas to be clean and in good repair. The consultant did not observe the presence of ant mounds throughout the grounds of both playground A-6wks-2years and playground B-3-10 years.**