



**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:** 9/18/2025 **VisitType:** Licensing Study

**Arrival:** 12:30 PM **Departure:** 2:50 PM

**CCLC-52391**

**The Goddard School, Sandy Springs West**

6425 Roswell Rd Sandy Springs, GA 30328 Fulton County  
(470) 571-1700

Regional Consultant

Marlene Emelle

Phone: (912) 544-9594

Fax: (404) 656-0351

marlene.emelle@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

| <u>Compliance Zone Designation</u> |                 |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-----------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 09/18/2025                         | Licensing Study | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 09/12/2024                         | Licensing Study | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 02/09/2024                         | 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                           | Room A | GA PreK         | 2                               | 18       | C    | 22                            | C            | NA         | NA           | Nap       |
| Main                           | Room B | Three Year Olds | 1                               | 10       | C    | 21                            | C            | NA         | NA           | Nap       |
| Main                           | Room C | One Year Olds   | 2                               | 7        | C    | 15                            | C            | NA         | NA           | Nap       |
| Main                           | Room D | One Year Olds   | 2                               | 8        | C    | 13                            | C            | NA         | NA           | Nap       |
| Main                           | Room E | Three Year Olds | 1                               | 5        | C    | 19                            | C            | NA         | NA           | Nap       |
| Main                           | Room F | Three Year Olds | 1                               | 5        | C    | 19                            | C            | NA         | NA           | Nap       |
| Main                           | Room G |                 | 0                               | 0        | C    | 21                            | C            | NA         | NA           |           |
| Main                           | Room H | Two Year Olds   | 2                               | 13       | C    | 19                            | C            | NA         | NA           | Nap       |
| Main                           | Room I | Two Year Olds   | 1                               | 10       | C    | 8                             | NC           | NA         | NA           | Nap       |
| Main                           | Room J | Infants         | 2                               | 6        | C    | 8                             | C            | NA         | NA           | Feeding   |
| Main                           | Room K | Infants         | 2                               | 6        | C    | 8                             | C            | NA         | NA           | Free Play |
| Main                           | Room L |                 | 0                               | 0        | C    | 13                            | C            | NA         | NA           |           |
| Main                           | Room M |                 | 0                               | 0        | C    | 12                            | C            | NA         | NA           |           |
|                                |        |                 | Total Capacity @35 sq. ft.: 198 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |           |
| Total # Children this Date: 88 |        |                 | Total Capacity @35 sq. ft.: 198 |          |      | Total Capacity @25 sq. ft.: 0 |              |            |              |           |

| Building | Playground   | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main     | Playground A | 31                   | C                     |
| Main     | Playground B | 18                   | C                     |
| Main     | Playground C | 18                   | C                     |

| <b>Enrolled Children</b> |                |                |                |                |                           |                          |
|--------------------------|----------------|----------------|----------------|----------------|---------------------------|--------------------------|
| <b>Under 1 years</b>     | <b>1 years</b> | <b>2 years</b> | <b>3 years</b> | <b>4 years</b> | <b>5 years (Prekonly)</b> | <b>5 years and older</b> |
| 15                       | 18             | 27             | 33             | 20             | 0                         | 0                        |

#### **Comments**

The purpose of this visit was to conduct a Licensing Study and Follow up.

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.decgal.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), 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@decgal.ga.gov](mailto:qualityrated@decgal.ga.gov) for more information. Free technical assistance is available!**



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

Summary Report

Date: 9/18/2025 VisitType: Licensing Study

Arrival: 12:30 PM Departure: 2:50 PM

CCLC-52391

The Goddard School, Sandy Springs West

6425 Roswell Rd Sandy Springs, GA 30328 Fulton County  
(470) 571-1700

Regional Consultant

Marlene Emelle

Phone: (912) 544-9594

Fax: (404) 656-0351

marlene.emelle@dec.al.ga.gov

Mailing Address

Same

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 on this date.

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

N/A

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center on this date.

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

Met

Comment

The Center appeared clean and well maintained on this date.

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

Met

Comment

Playground observed to be clean and in good repair on this date.

Food Service

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

Met

Correction Deadline: 9/12/2024

Corrected on 9/18/2025

.15(2) - Previous citation corrected on this date. Consultant observed infant feeding plans inside of a binder in classroom K on this date.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

---

|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Staff were observed to remind children to wash hands on this date.

---

|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>N/A</b> |
|------------------------------------|------------|

**Comment**

Per Provider currently does not dispense/administer medication at this time.

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

---

|                                                          |            |
|----------------------------------------------------------|------------|
| <b>591-1-1-.21 Operational Policies &amp; Procedures</b> | <b>Met</b> |
|----------------------------------------------------------|------------|

**Comment**

Program observed complete emergency drills.

CCLC Policies: Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Also discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at:

<https://www.dec.ga.gov/CCS/RulesAndRegulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

---

|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Staff were observed to maintain a positive learning environment on this date.

---

|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.36 Transportation(CR)</b> | <b>N/A</b> |
|---------------------------------------|------------|

**Comment**

Per Provider center does not provide routine transportation.

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

---

|                                                               |            |
|---------------------------------------------------------------|------------|
| <b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b> | <b>Met</b> |
|---------------------------------------------------------------|------------|

**Comment**

Consultant discussed with staff SIDS and infant sleeping position.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

---

|                                                                             |            |
|-----------------------------------------------------------------------------|------------|
| <b>591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)</b> | <b>Met</b> |
|-----------------------------------------------------------------------------|------------|

**Comment**

Consultant reviewed criminal record checks to be complete.

---

|                                            |            |
|--------------------------------------------|------------|
| <b>591-1-1-.14 First Aid &amp; CPR(CR)</b> | <b>Met</b> |
|--------------------------------------------|------------|

**Comment**

CCLC: Discussed that effective July 1, 2025, new staff are required to obtain pediatric First Aid and pediatric CPR training within 45 days of employment. It was further discussed that programs must have at least one person with current pediatric First Aid and pediatric CPR training in each classroom at all times.

**Comment**

Consultant reviewed evidence of 100% of center Staff certified in First Aid and CPR.

**Comment**

Please ensure completed orientation checklists are documented and signed.

CCLC: Discussed that all Employees, including volunteers, independent contractors, students-in-training, etc. should have a completed initial program orientation form on file.

CCLC: Discussed that effective July 1, 2025, all staff are required to obtain at least two hours in evidence based, developmentally appropriate language and literacy practices and at least two hours in on-going child development and health and safety related topics as part of their 10 hours of annual training.

---

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

---

**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**

Adequate supervision observed on this date.