



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: 12/5/2024 **VisitType:** Licensing Study

Arrival: 8:30 AM **Departure:** 1:30 PM

CCLC-50141

West Windsor Academy at Governors Towne Club
5265 Cedarcrest Rd. Acworth, GA 30101 Paulding County
(770) 529-5530 jjordan@wwagtc.com

Regional Consultant
Kaiyah Werts
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Mailing Address
Same

Quality Rated: ★

<u>Compliance Zone Designation</u>			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.
12/05/2024	Licensing Study	Good Standing	
12/14/2023	Licensing Study	Good Standing	
12/14/2022	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	A/1L(L) - 6 wks-8mths	Infants	1	6	C	8	C	NA	NA	Feeding,Free Play
Main	B-2L(L) - 8 mths-18mths	Infants and One Year Olds	2	7	C	12	C	NA	NA	Free Play,Feeding
Main	C/3R(L) - 1's	One Year Olds	2	12	C	22	C	NA	NA	Music,Diapering
Main	D/2R(L) - 2's	Two Year Olds	2	12	C	16	C	NA	NA	Circle Time
Main	E-1R(L) - 4 years	Three Year Olds and Four Year Olds	1	13	C	19	C	NA	NA	Art,Centers
Main	F/1L(R)- Pre-K	GA PreK	2	19	C	20	C	NA	NA	Circle Time
Main	G-2L(R) - Pre-K	GA PreK	2	19	C	21	C	NA	NA	Circle Time
Main	H/3L(R)- 3's and 4's	Three Year Olds	2	15	C	20	C	NA	NA	Centers,Art
Main	I/2R(R)- 3's		0	0	C	21	C	NA	NA	
Main	J/1R(R)- 2's	Two Year Olds and Three Year Olds	3	15	C	21	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 180					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 118					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A -6 wks-2 years	34	C
Main	Playground B -3 yrs-12 yrs	76	C

Main	Playground B/ 3-4 Years	94	C
Main	Water Park (Behind A)	52	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
19	16	21	41	33	10	26

Comments

The purpose of this visit is to conduct a licensing study.

Plan of Improvement: Developed This Date 12/05/2024

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.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 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 for more information. Free technical assistance is available!



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(Findings Report)

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Comment

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

Comment

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

Correction Deadline: 12/14/2023

Corrected on 12/5/2024

.12(2) - Previous citation corrected in that ripped and torn equipment with exposed foam has been removed from the classrooms.

Technical Assistance

591-1-1-.12(2) - Please monitor plush toys and equipment for tears.

Correction Deadline: 12/5/2024

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

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

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

Correction Deadline: 12/28/2023

Corrected on 12/5/2024

.06(4) - Previous citation corrected in that all bathrooms in the center had a working exhaust vent in the bathrooms.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Not Met

Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation the following hazardous items were observed to be accessible to children:

Classroom H had a broom and dust pan in the corner of the bathroom accessible to children.

Classroom J had multiple unlocked drawers on the diapering table with diaper cream and baby wipes labeled keep out of reach of children.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 12/5/2024

Recited on 12/5/2024

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation classroom E had a broken light switch cover in the girls bathroom

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 12/5/2024

Recited on 12/5/2024

Technical Assistance

591-1-1-.25(8) - Please ensure electrical outlet covers are replaced after use.

Correction Deadline: 12/5/2024

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

Technical Assistance

Technical Assistance

591-1-1-.26(8) - Please ensure there is enough resilient surface under the swings.

Correction Deadline: 12/15/2024

Technical Assistance

591-1-1-.26(9) - Please be sure to remove any broken equipment from the play space.

Correction Deadline: 12/5/2024

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

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

Kitchen appears clean and well organized.

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

Proper diapering procedures observed.

Technical Assistance

591-1-1-.10(1) - Please ensure the exhaust vents are turned on throughout the day in the diapering classrooms.

Correction Deadline: 12/5/2024

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation classroom C staff used a baby wipe to wash a child's hands when warm water and soap was required. Also, classroom C staff failed to remind a child to wash their hands upon arrival.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 12/5/2024

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

Safety**591-1-1-.05 Animals****N/A****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

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

Discussed SIDS and infant sleeping position.

Correction Deadline: 12/14/2023

Corrected on 12/5/2024

.30(1)(b)1 - Previous citation corrected in that mats with rips and tears and exposed foam were replaced. Staff will continue to monitor for tears moving forward.

Staff Records**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Comment**

Director provided nine files for employees hired since last visit.

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that staff number 3 was present and caring for children before a new fingerprint application was completed.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure the CRC rules are maintained.

Correction Deadline: 12/5/2024

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of records that staff number 3 was present and caring for children with a satisfactory criminal background check that had expired September 29, 2024.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will view videos to ensure the CRC rules are maintained.

Correction Deadline: 12/5/2024

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

Documentation observed of required staff training.

Comment

Health and Safety Training completed as required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Staff observed to be compliant with applicable laws and regulations.

Correction Deadline: 12/28/2023

Corrected on 12/5/2024

.31(2)(b)2. - Previous citation corrected in that all potential lead teachers were enrolled in a certified program.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)	Met
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Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)	Met
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Comment

Adequate supervision observed on this date.