



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: 12/14/2023 **VisitType:** Licensing Study

Arrival: 9:00 AM

Departure: 2:45 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

Phone: ()

Fax:

kaiyah.werts@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★

Compliance Zone Designation			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.
12/14/2023	Licensing Study	Good Standing	
12/14/2022	Licensing Study	Good Standing	
07/19/2022	Monitoring Visit	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	2	5	C	8	C	NA	NA	Floor Play,Breakfast
Main	B-2L(L) - 8 mths-18mths	Infants	1	5	C	12	C	NA	NA	Floor Play,Feeding
Main	C/3R(L) - 1's	One Year Olds	2	10	C	22	C	NA	NA	Art
Main	D/2R(L) - 2's	One Year Olds and Two Year Olds	2	12	C	16	C	NA	NA	Free Play
Main	E-1R(L) - 4 years	Four Year Olds	1	10	C	19	C	NA	NA	Circle Time
Main	F/1L(R)- Pre-K	GA PreK	2	21	C	20	NC	NA	NA	Centers
Main	G-2L(R) - Pre-K	GA PreK	2	21	C	21	C	NA	NA	Centers
Main	H/3L(R)- 3's and 4's	Three Year Olds	1	10	C	20	C	NA	NA	Centers
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	2	16	C	21	C	NA	NA	Music
Total Capacity @35 sq. ft.: 180						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 110						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

Comments

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

Plan of Improvement: Developed This Date 12/14/2023

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.dec.state.ga.us/CCS/Regulations.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!

Jennifer Jordan, Program Official

Date

Kaiyah Werts, Regional Consultant

Date



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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-.03 Activities

Met

Comment

591-1-1-.03(2) - Please ensure all lesson plans are available.

Correction Deadline: 12/14/2023

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

Not Met

Comment

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

Comment

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

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation In classroom D 3R there was a grey carpet pillow with torn corners with exposed foam. In classroom J 1R there was a torn green pillow with exposed foam in the shelf accessible to children.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 12/14/2023

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**Not Met****Comment**

Bathrooms observed to be clean and well maintained.

Comment

Please remember to dust the exhaust vents all the bathrooms to ensure the proper use.

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 that the bathroom in room E did not have adequate ventilation in the girls bathroom as required on this date.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 12/28/2023

Recited on 12/14/2023

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****Comment**

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

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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 E 1R a broom was in the corner of the girl's bathroom, diaper cream in a child's backpack, a small hand cream moisture in a black basket with a stapler and stapler remover

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: 12/14/2023

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 1R 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.

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

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Food Service

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

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are fully filled out using none or N/A when it is not applicable.

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) **Met**

Comment

Please remember to dust exhaust vents in the diapering area to ensure the proper use.

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

Comment

Reminder- staff should encourage children to wash their hands after cleaning their nose.

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

Met

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 conducted in February 2023 was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed for vehicles with license plate number QAS4304 and PB5168 on this date.

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)

Not Met

Comment

Discussed SIDS and infant sleeping position.

Finding

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation in classroom E 1R, J 1R and F 2L had mats children use for nap with rips and tears.

POI (Plan of Improvement)

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

Correction Deadline: 12/14/2023

Staff Records

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided ten files for employees hired since last visit.

Correction Deadline: 12/14/2022

Corrected on 12/14/2023

.09(1)(j) - Previous citation corrected in that all staff employed has a satisfactory comprehensive background check on file.

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

Met

Comment

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training

Met

Comment

Documentation observed of required staff training.

Correction Deadline: 12/31/2022

Corrected on 12/14/2023

.33(5) - Previous citation corrected in that the center provided valid evidence of annual training completed by staff members for the annual year of 2022 as required.

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

Not 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.

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that four out of six lead teachers did not meet the minimum academic requirements or have professional learning plans on file.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 12/28/2023

Recited on 12/14/2023

Staffing and Supervision

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

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