



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: 2/21/2024 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 9:00 AM **Departure:** 12:30 PM

CCLC-2706

Westminster Schools, Inc.

1424 W Paces Ferry Road, NW Atlanta, GA 30327 Fulton County
(404) 367-5124 rachelperez@westminster.net

Regional Consultant

Marlene Emelle

Phone: (912) 544-9594

Fax: (404) 656-0351

marlene.emelle@decal.ga.gov

Joint with: LaKeyshia Tucker

Mailing Address
Same

Quality Rated: No

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.
02/21/2024	Complaint Investigation & Licensing Study	Good Standing	
09/27/2022	Monitoring Visit	Good Standing	
02/08/2022	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	Banyan	Three Year Olds	3	9	C	10	C	NA	NA	Centers
Main	Chestnut	One Year Olds	2	6	C	10	C	NA	NA	Centers
Main	Elm	One Year Olds	2	7	C	10	C	NA	NA	Free Play
Main	Fig	Infants	1	5	C	9	C	NA	NA	Free Play
Main	Jacaranda	Three Year Olds and Four Year Olds	2	10	C	6	NC	NA	NA	Circle Time, Centers
Main	Sycamore	Two Year Olds	1	8	C	10	C	NA	NA	Circle Time, Centers
Main	Upstairs-Baobab		0	0	C	3	C	NA	NA	Not In Use
Main	Upstairs-Magnolia		0	0	C	8	C	NA	NA	Not In Use
Main	Upstairs-Maple	One Year Olds	2	9	C	11	C	NA	NA	Circle Time
Main	Upstairs-Pine	One Year Olds and Two Year Olds	2	10	C	12	C	NA	NA	Centers, Circle Time
Main	Upstairs-Pre-K	Three Year Olds and Four Year Olds	1	11	C	17	C	NA	NA	Centers, Circle Time
Main	Upstairs-Sequoia	Four Year Olds and Five Year Olds	1	12	C	18	C	NA	NA	Art, Centers, Circle Time
Main	Willow		0	0	C	10	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 134			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 87			Total Capacity @25 sq. ft.: 0							

<u>Building</u>	<u>Playground</u>	<u>Playground Occupancy</u>	<u>Playground Compliance</u>
Main	Playground	111	C

Comments

The purpose of this visit was to conduct a Complaint Investigation and conduct a Licensing Study Visit.

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.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!

Rachel Perez, Program Official

Date

Marlene Emelle, Regional Consultant

Date

LaKeyshia Tucker, CCS Coordinator

Date



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(Findings Report)

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR) Met

Comment

Consultant observed a variety of equipment and toys throughout the center.

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

Comment

Consultant observed center does not provide swimming activities.

Facility

591-1-1.19 License Capacity(CR) Met

Comment

Consultant observed licensed capacity to be routinely met by center.

591-1-1.25 Physical Plant - Safe Environment(CR) Met

Comment

Consultant observed center appears clean and well maintained.

591-1-1.26 Playgrounds(CR) Technical Assistance

Technical Assistance

591-1-1.26 - Consultant discussed maintenance of resilient surface. Please fluff and redistribute mulch and be mindful of the plastic/vinyl yellow covering on the swing chains as it is started to wear,

Health and Hygiene

591-1-1.10 Diapering Areas & Practices(CR) Met

Comment

Consultant discussed with staff proper diapering procedures.

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

Comment

Consultant observed staff were to remind children to wash hands.

591-1-1-.20 Medications(CR) N/A

Comment

Consultant observed the provider currently does not dispense/administer medication.

Safety

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

Comment

Consultant observed staff to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR) N/A

Comment

Consultant observed center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

Consultant discussed SIDS and infant sleeping position with staff.

Staff Records

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

Comment

consultant reviewed criminal record checks were complete.

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

Comment

Consultant observed staff to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Comment

Consultant observed center to maintain appropriate staff:child ratios.

Finding

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger. It was determined based on observation the staff member in the Sycamore classroom was down the hall with another child using the restroom leaving seven children in the classroom unattended.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 2/21/2024