



**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

### Cover Sheet

**Date:** 11/30/2021 **VisitType:** Monitoring Visit

**Arrival:** 9:30 AM

**Departure:** 11:30 AM

**CCLC-48303**

**Gwinnett Church Weekday Preschool**

300 Peachtree Industrial Boulevard Sugar Hill, GA 30518 Gwinnett  
 County  
 (770) 521-3000 lori.fancher@gwinnettchurch.org

**Mailing Address**  
 Same

**Regional Consultant**

Kelly Jones

Phone: (770) 357-7062

Fax: (770) 357-7061

kelly.jones@dec.al.ga.gov

**Quality Rated:** No

<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.
11/30/2021	Monitoring Visit	Good Standing	
03/23/2021	Monitoring Visit	Good Standing	
08/05/2020	Initial 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
Building 1	Room 111 2-4's	One Year Olds and Two Year Olds and Three Year Olds	2	4	C	10	C	NA	NA	Snack
Building 1	Room 112 infants-toddlers	Infants	1	1	C	8	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 5			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
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### Comments

A virtual inspection was conducted on November 30, 2021, with the Provider. An in- person visit was not conducted due to the COVID- 19 pandemic.

Plan of Improvement: Developed This Date 11/30/2021

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



### Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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), e-mail the following information to [CCSRefutations@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

Lori Fancher, Program Official

Date

Kelly Jones, Consultant

Date



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### Findings Report

**Date:** 11/30/2021 **VisitType:** Monitoring Visit

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**CCLC-48303**

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

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

**Comment**

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

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.08 - Consultant discussed with the director to ensure all children's files are complete and current to include parents work number, work address, complete contact information, person released to include name, telephone number, address, emergency contact person list name, telephone, address.

### Facility

**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)**

**Met**

**Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resilient. It was determined based on observation and measurements during the virtual visit that the red and blue play structure did not have the required six inches of resilient surface by the blue slide. The resilient surface measured three inches. Consultant discussed with the director that the rubber mats could not replace the resilient surface requirements. Consultant further discussed with the director that the rubber mats should be flush with the resilient surface to ensure the mats don't cause a potential tripping hazard in the future.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 12/10/2021****Food Service****591-1-1-.15 Food Service & Nutrition****Technical Assistance****Technical Assistance**

591-1-1-.15 - Parents provide snack and lunches for children. Please ensure the CACFP Meal Patterns are met.

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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

Staff state proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Proper hand washing observed throughout the center.

**591-1-1-.20 Medications(CR)****Met****Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through on this date. Staff stated knowledge of appropriate discipline procedures.

**Comment**

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

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

Center does not provide routine transportation.

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Cleaning and disinfecting of mats was discussed with the director on this date. Nap time is not provided at the center.

**Comment**

Discussed SIDS and infant sleeping position.

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<b>Staff Records</b>
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**Records Reviewed: 33****Records with Missing/Incomplete Components: 0**

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Staff # 1 Met

Date of Hire: 05/26/2021

Staff # 2 Met

Date of Hire: 08/07/2021

Staff # 3 Met

Date of Hire: 09/08/2021

Staff # 4 Met

Date of Hire: 09/29/2021

Staff # 5 Met

Date of Hire: 09/29/2021

Staff # 6 Met

Date of Hire: 09/29/2021

Staff # 7 Met

Date of Hire: 09/29/2021

Staff # 8 Met

Date of Hire: 09/10/2021

Staff # 9 Met

Date of Hire: 08/05/2020

Staff # 10 Date of Hire: 08/04/2010	Met
Staff # 11 Date of Hire: 11/27/2021	Met
Staff # 12	Met
Staff # 13 Date of Hire: 08/24/2020	Met
Staff # 14 Date of Hire: 04/04/2005	Met
Staff # 15 Date of Hire: 02/17/2021	Met
Staff # 16 Date of Hire: 09/29/2021	Met
Staff # 17 Date of Hire: 09/29/2021	Met
Staff # 18 Date of Hire: 09/29/2021	Met
Staff # 19 Date of Hire: 05/20/2021	Met
Staff # 20 Date of Hire: 04/30/2021	Met
Staff # 21 Date of Hire: 08/05/2020	Met
Staff # 22 Date of Hire: 09/29/2021	Met
Staff # 23 Date of Hire: 08/05/2020	Met
Staff # 24 Date of Hire: 06/03/2021	Met
Staff # 25	Met

Date of Hire: 09/29/2021

Staff # 26 Met

Date of Hire: 09/29/2021

Staff # 27 Met

Date of Hire: 09/29/2021

Staff # 28 Met

Date of Hire: 09/08/2021

Staff # 29 Met

Date of Hire: 11/03/2021

Staff # 30 Met

Date of Hire: 09/29/2021

Staff # 31 Met

Date of Hire: 09/29/2021

Staff # 32 Met

Date of Hire: 09/29/2021

Staff # 33 Met

Date of Hire: 09/29/2021

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**Staff Credentials Reviewed: 2**

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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Technical Assistance****Comment**

33 Of 33 Criminal record checks were observed to be complete.

**Technical Assistance**

591-1-1-.09(1) - The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members', therapist, independent contractors, and/or volunteers criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members, therapist, independent contractors, and/or volunteers that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members, therapist, independent contractors, and/or volunteers have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all newly hired, seasonal staff members, therapist, independent contractors, and/or volunteers with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services.

**Comment**

Director provided 27 file(s) for employees hired since last visit 3/23/2021.

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**591-1-1-.14 First Aid & CPR****Technical Assistance****Technical Assistance**

591-1-1-.14 - Please be mindful of training expiration dates. Consultant discussed that online CPR/first aid is not accepted by the Department. Hands on skills must be demonstrated.

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**591-1-1-.33 Staff Training****Technical Assistance****Technical Assistance**

591-1-1-.33(4) - Consultant discussed with the director the requirements within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. This is required of centers that do not cook and provide meals due to the fact they are still handling and distributing food items.

**Correction Deadline: 12/30/2021**

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**591-1-1-.31 Staff(CR)****Technical Assistance****Technical Assistance**

591-1-1-.31 - Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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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.

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

Adequate supervision observed on this date.