



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: 12/4/2019 **VisitType:** Monitoring Visit **Arrival:** 10:55 AM **Departure:** 3:15 PM

CCLC-13464

Woodchase Academy At Vinings

4500 N COOPER LAKE ROAD Smyrna, GA 30082 Cobb County
 (770) 431-6800 vinings@woodchaseacademy.com

Mailing Address

4500 North Cooper Lake Road, SE
 Smyrna, GA 30082

Regional Consultant

Laura Swann

Phone: (706) 855-3454

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laura.swann@dec.al.ga.gov

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.
12/04/2019	Monitoring Visit	Good Standing	
12/04/2019	Complaint Closure	Good Standing	
10/22/2019	Complaint Investigation Follow Up	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 - Front right	Infants	2	9	C	12	C	NA	NA	Nap,Feeding,Flo or Play
Main	Room B - right rear	Infants and One Year Olds	2	12	C	12	C	NA	NA	Nap,Feeding,Flo or Play
Main	Room C - Toddlers right	One Year Olds	2	12	C	15	C	NA	NA	Floor Play
Main	Room D - Toddlers left	One Year Olds	2	16	C	17	C	NA	NA	Transitioning,Lunch
Main	Room E - left side - 1st right 3 years	Three Year Olds	3	20	C	17	NC	NA	NA	Lunch
Main	Room F - left side - 2nd right - 3 yr olds	Three Year Olds and Four Year Olds	1	22	C	20	NC	NA	NA	Nap
Main	Room G - left side - 3rd right - 4 yr olds	Four Year Olds	1	20	C	21	C	NA	NA	Nap
Main	Room H - left side - 1st left - 2 yr olds	Two Year Olds	2	19	C	19	C	NA	NA	Transitioning,Nap
Main	Room I - left side - 2nd left - 2 yr olds	Two Year Olds	2	18	C	18	C	NA	NA	Transitioning,Nap
Total Capacity @35 sq. ft.:			151		Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 148			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Area A - Toddler-Right	38	C
Main	Area B - School Age - Back	82	C
Main	Area C - Pre-school - Left	68	C
Main	Area D - Covered Patio - Back	15	C
Main	Area E - Water Park - Far Right	23	C

Comments

Plan of Improvement: Developed This Date 12/04/2019

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/RuleAndRegulations.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), e-mail the following information to 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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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

Kimberly Evans, Program Official

Date

Laura Swann, Consultant

Date



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Findings Report

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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.

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

Met

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.

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

Met

Comment

Center appears clean and well maintained.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

591-1-1-.30(1)(a)3 - Please continue to monitor sheets to ensure they are tight fitting.

Correction Deadline: 12/4/2019

Staff Records

Records Reviewed: 19

Records with Missing/Incomplete Components: 4
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Staff # 1	Not Met
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Date of Hire: 07/30/2019

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2	Met
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Date of Hire: 07/31/2006

Staff # 3	Met
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Date of Hire: 02/27/2016

Staff # 4	Met
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Staff # 5	Met
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Date of Hire: 09/18/2008

Staff # 6	Met
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Date of Hire: 05/31/2016

Staff # 7	Met
Date of Hire: 09/26/2018	
Staff # 8	Not Met
Date of Hire: 06/03/2019	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 9	Met
Date of Hire: 09/25/2019	
Staff # 10	Not Met
Date of Hire: 03/25/2019	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 11	Met
Date of Hire: 03/07/2005	
Staff # 12	Met
Date of Hire: 01/30/2017	
Staff # 13	Met
Date of Hire: 06/10/2019	
Staff # 14	Met
Date of Hire: 08/03/2015	
Staff # 15	Met
Date of Hire: 09/16/2008	
Staff # 16	Met
Date of Hire: 03/14/2013	
Staff # 17	Met
Date of Hire: 12/04/2006	
Staff # 18	Met
Date of Hire: 06/19/2006	
Staff # 19	Not Met
Date of Hire: 05/06/2019	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	

Staff Credentials Reviewed: 1**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided four file(s) for employees hired since last visit.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that seven staff had not obtained certification in first aid and CPR within the first 90 days of hire.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. First aid and CPR class was scheduled for December 10, 2019, for staff that needed certification,

Correction Deadline: 1/3/2020**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.

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.