



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: 12/20/2022 **VisitType:** Monitoring Visit

Arrival: 10:50 AM

Departure: 5:20 PM

CCLC-47215

White Oak Learning Academy #3

2982 Grizzle Road Dawsonville, GA 30534 Dawson County
 (706) 216-3842 kimj@whiteoakacademy.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@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.
12/20/2022	Complaint Investigation & Monitoring Visit	Good Standing	
02/15/2022	Licensing Study	Good Standing	
07/28/2021	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	Beginners	Infants and One Year Olds	3	11	C	15	C	NA	NA	Floor Play, Feeding
Main	Infants	Infants	2	9	C	14	C	NA	NA	Floor Play, Feeding
Main	PreK/ AS 1	PreK	2	21	C	26	C	NA	NA	Circle Time
Main	PreK/ AS 2	PreK	2	16	C	22	C	NA	NA	Centers
Main	PreK/ AS 3		0	0	C	22	C	NA	NA	
Main	PreK/ AS 4	Three Year Olds and Four Year Olds	4	11	C	20	C	NA	NA	Transitioning
Main	Preschool 1	One Year Olds and Two Year Olds	2	14	C	23	C	NA	NA	Circle Time
Main	Preschool 2	Two Year Olds	2	8	C	23	C	NA	NA	Lunch
Main	Preschool 3	Two Year Olds and Three Year Olds	3	13	C	28	C	NA	NA	Lunch
Main	Preschool 4	Three Year Olds and Four Year Olds	2	11	C	26	C	NA	NA	Centers
Main	Toddlers	One Year Olds	3	10	C	18	C	NA	NA	Story
					Total Capacity @35 sq. ft.: 237		Total Capacity @25 sq. ft.: 0			
Total # Children this Date: 124			Total Capacity @35 sq. ft.: 237			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	U - Left	20	C
Main	V- Right Front	69	C

Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Dawson County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated orientation checklist.

Plan of Improvement: Developed This Date 12/20/2022

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.decal.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

**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@decal.ga.gov for more information. Free technical assistance is available!

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)

Kimberly Jackson, Program Official

Date

Dianne Clarke, 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)

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please ensure that vinyl equipment are free of tears or exposure of the foam. Tape can be used as a temporary fix.

Correction Deadline: 12/20/2022

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)

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Please ensure that hazardous items are kept inaccessible including toilet brushes.

Correction Deadline: 12/20/2022

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**

Comment

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR) **Technical Assistance**

Technical Assistance

591-1-1-.13(2) - Please ensure that dates are included on the field trip forms.

Correction Deadline: 12/20/2022

591-1-1-.36 Transportation(CR) **Not Met**

Finding

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that the driver did not record when one child entered or exited the vehicle during the week of December 5, 2022 from Chestatee Elementary School.

POI (Plan of Improvement)

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

Correction Deadline: 12/21/2022

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 58

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Staff # 2 Met

Records Reviewed: 58**Records with Missing/Incomplete Components: 0**

Staff # 3 Date of Hire: 10/24/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 4 Date of Hire: 08/06/2007	Met
Staff # 5 Date of Hire: 10/03/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 6 Date of Hire: 06/02/2021	Met
Staff # 7 Date of Hire: 08/22/2022	Met
Staff # 8 Date of Hire: 09/06/2022	Met
Staff # 9 Date of Hire: 09/01/2022	Met
Staff # 10 Date of Hire: 02/27/2019	Met
Staff # 11 Date of Hire: 12/14/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 10/08/2018	Met
Staff # 13	Met
Staff # 14	Met
Staff # 15 Date of Hire: 10/11/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16 Date of Hire: 01/02/2015	Met
Staff # 17 Date of Hire: 08/29/2022	Met

Staff # 18 Date of Hire: 02/18/2005	Met
Staff # 19	Met
Staff # 20 Date of Hire: 08/31/2018	Met
Staff # 21 Date of Hire: 07/05/2022	Met
Staff # 22 Date of Hire: 04/29/2019	Met
Staff # 23	Met
Staff # 24 Date of Hire: 08/29/2022	Met
Staff # 25	Met
Staff # 26 Date of Hire: 07/31/2017	Met
Staff # 27	Met
Staff # 28 Date of Hire: 08/24/2022	Met
Staff # 29	Met
Staff # 30 Date of Hire: 11/28/2022	Met
Staff # 31 Date of Hire: 09/07/2022	Met
Staff # 32	Met
Staff # 33 Date of Hire: 07/05/2022	Met
Staff # 34	Met
Staff # 35	Met

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 36 Date of Hire: 03/30/2021	Met
Staff # 37 Date of Hire: 01/15/2021	Met
Staff # 38	Met
Staff # 39 Date of Hire: 06/14/2022	Met
Staff # 40 Date of Hire: 10/07/2014	Met
Staff # 41 Date of Hire: 10/05/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 42	Met
Staff # 43 Date of Hire: 08/31/2018	Met
Staff # 44	Met
Staff # 45 Date of Hire: 08/29/2022	Met
Staff # 46	Met
Staff # 47	Met
Staff # 48	Met
Staff # 49 Date of Hire: 11/09/2022	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 50	Met
Staff # 51 Date of Hire: 09/15/2020	Met
Staff # 52	Met
Staff # 53 Date of Hire: 06/13/2022	Met

Staff # 54	Met
Date of Hire: 09/10/2018	
Staff # 55	Met
Date of Hire: 05/20/2019	
Staff # 56	Met
Staff # 57	Met
Staff # 58	Met

Staff Credentials Reviewed: 5

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

Comment

Criminal record checks were observed to be complete.

- Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.
- Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.
- Please ensure that records checks are redone if there is a six-month break in service.
- Please also ensure that satisfactory records checks are updated before the expiration date.
- Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.
- Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

591-1-1-.24 Personnel Records Met

Comment

591-1-1-.24(1) - Please remember that all individuals must have a file including students in training.

Correction Deadline: 12/25/2022

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

Adequate supervision observed on this date.

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

Comment

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: 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.