



**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: 11/3/2021 **VisitType:** Monitoring Visit

Arrival: 10:00 AM

Departure: 11:00 AM

CCLC-52943

West Haven Preschool

421 Westhaven Court Grovetown, GA 30813 Columbia County
(762) 218-3448 westhavenpreschool@gmail.com

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

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melyn.smith@dec.al.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.
11/03/2021	Monitoring Visit	Good Standing	
02/10/2021	Monitoring Visit	Good Standing	
08/25/2020	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
Main	A	Infants	3	8	C	20	C	NA	NA	Nap, Floor Play, Story, Feeding
Main	B	One Year Olds	2	6	C	18	C	NA	NA	Outside
Main	C	One Year Olds	1	5	C	19	C	NA	NA	Centers
Main	D	Two Year Olds	2	14	C	21	C	NA	NA	Outside
Main	E	Two Year Olds and Three Year Olds	2	9	C	21	C	NA	NA	Centers
Main	F	Three Year Olds	2	14	C	20	C	NA	NA	Outside
Main	G	Three Year Olds and Four Year Olds	2	13	C	23	C	NA	NA	Centers
Main	H	GA PreK	2	19	C	23	C	NA	NA	Circle Time
Main	I	Four Year Olds and Five Year Olds	2	8	C	23	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 188

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 96

Total Capacity @35 sq. ft.: 188

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	53	C
Main	B	28	C
Main	C	42	C
Main	D	36	C

Comments

A virtual inspection was conducted on November 3, 2021 with the Director and Assistant Directors. An in-person visit was not conducted due to the COVID-19 pandemic.

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.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

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)

Heather Huggins, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 11/3/2021 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 11:00 AM

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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) **N/A**

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

No hazards observed accessible to children on this date.

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

Staff state proper knowledge of diapering procedures.

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

Comment

Staff were observed to remind children to wash hands.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

Comment

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

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

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 1 Met

Date of Hire: 08/27/2020

Staff # 2 Met

Date of Hire: 08/25/2020

Staff # 3 Met

Date of Hire: 12/10/2020

Staff # 4 Met

Date of Hire: 08/25/2020

Staff # 5 Met

Date of Hire: 08/11/2021

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

Staff # 6 Met

Date of Hire: 07/29/2021

Staff # 7 Met

Date of Hire: 06/11/2021

Staff # 8 Date of Hire: 05/04/2021	Met
Staff # 9 Date of Hire: 06/28/2021	Met
Staff # 10 Date of Hire: 08/18/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 11 Date of Hire: 03/03/2021	Met
Staff # 12 Date of Hire: 09/07/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 13 Date of Hire: 08/25/2020	Met
Staff # 14 Date of Hire: 10/26/2020	Met
Staff # 15 Date of Hire: 09/07/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16 Date of Hire: 06/14/2021	Met
Staff # 17 Date of Hire: 08/10/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18 Date of Hire: 09/01/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 19 Date of Hire: 12/08/2020	Met
Staff # 20 Date of Hire: 11/23/2020	Met
Staff # 21 Date of Hire: 08/16/2021	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 22

Met

Date of Hire: 06/14/2021

Staff # 23

Met

Date of Hire: 10/07/2021

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

Staff Credentials Reviewed: 17

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 15 files for employees hired since last visit.

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. Five staff identified as lead teachers have enrolled in a program of study to obtain a CDA credential and have a Professional Learning Plan in place at this time.

Comment

Staff observed to be compliant with applicable laws and regulations.

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

Adequate supervision observed on this date during the virtual walk through.