



**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:** 1/6/2020    **VisitType:** Monitoring Visit    **Arrival:** 9:40 AM    **Departure:** 11:40 AM

**CCLC-23074**

**Holdheide Academy**

5234 Old Hwy 5 Woodstock, GA 30188 Cherokee County  
 (770) 516-2292 tdorsten@mindspring.com

**Regional Consultant**

Coty Cummings

Phone: (770) 357-4919

Fax: (770) 357-4918

coty.cummings@decals.ga.gov

**Mailing Address**

206 Somerset Circle  
 Woodstock, GA 30189

**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.
01/06/2020	Monitoring Visit	Good Standing	
05/28/2019	Monitoring Visit	Good Standing	
02/19/2019	Complaint Closure	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- 1st. Left	Infants and One Year Olds	1	8	C	13	C	NA	NA	Floor Play
Main	B- 2nd Left	One Year Olds	1	4	C	9	C	NA	NA	Free Play
Main	C- 3rd Left	Two Year Olds and Three Year Olds	1	7	C	10	C	NA	NA	Centers
Main	D-1st Right	Three Year Olds	1	8	C	13	C	NA	NA	Circle Time
Main	E- 2nd Right	Four Year Olds and Five Year Olds	1	11	C	20	C	NA	NA	Circle Time
Main	F- 3rd Right		0	0	C	26	C	NA	NA	Not In Use
Main	G- 4th Left		0	0	C	14	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 105						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 38						Total Capacity @35 sq. ft.: 105				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground: Left Side Younger	19	C
Main	Playground: Right Side Older	50	C

**Comments**

Plan of Improvement: Developed This Date 01/06/2020

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.

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#### 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.ga.gov](mailto:CCSRefutations@dec.ga.gov).

- 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.ga.gov/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.

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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.ga.gov/>  
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.ga.gov](mailto:qualityrated@dec.ga.gov)

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Tammy Dorsten, Program Official

Date

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Coty Cummings, Consultant

Date



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### Findings Report

**Date:** 1/6/2020    **VisitType:** Monitoring Visit    **Arrival:** 9:40 AM    **Departure:** 11:40 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**

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.

### 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)**

**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 resiliency. It was determined based on observation that on the right playground one to two inches of resilient surface was observed beneath the swings. In addition one to two inches of resilient surface was observed beneath the slides, monkey bars, rock wall, and green ladder of the brown and green climbing structure.

**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. Director stated that mulch will be purchased on this date to ensure fall zones have adequate resilient surface.

**Correction Deadline: 1/16/2020**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that on the right and left playground, black tarp was exposed through the ground causing a potential tripping hazard. In addition on the right playground a cable line was observed stretched across the front end of the playground close to the swings causing a potential tripping hazard.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards. Director stated that mulch will be purchased on this date to ensure fall zones have adequate resilient surface and tripping hazards would be buried.

**Correction Deadline: 1/6/2020**

**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**

Proper hand washing stated throughout the center.  
Please be mindful it takes awhile for the water to warm.

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

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Comment**

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

**591-1-1-.13 Field Trips(CR) Met**

**Comment**

Field trip documentation observed to be complete.

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

**Comment**

Complete documentation of transportation observed.  
Provider stated not conducting transportation since September but have plans to start back up transportation soon.

**Sleeping & Resting Equipment**

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

Please ensure mats are stored without bedding touching.

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**Staff Records**

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**Records Reviewed: 3****Records with Missing/Incomplete Components: 0**

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Staff # 1

Met

Date of Hire: 05/25/2007

Staff # 2

Met

Date of Hire: 06/13/2019

Staff # 3

Met

Date of Hire: 01/20/2015

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**Staff Credentials Reviewed: 3**

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

Criminal record checks were observed to be complete.

**Technical Assistance**

Consultant discussed portability requirements with the director. Consultant discussed criminal records check requirements for therapist and independent contractors.

**Correction Deadline: 1/6/2020**

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

Staff observed to be compliant with applicable laws and regulations.

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**Staffing and Supervision**

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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.