

**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.dec.state.ga.us

(Cover Sheet)**Date:** 1/27/2026 **VisitType:** EX-CAPS-Monitoring**Arrival:** 3:05PM**Departure:** 5:15PM**EX-42706 EXMT-12534 EX-1 - Government
Cobb County District ASP - Hollydale Elementary
School**2901 Bayberry Drive, Marietta GA 30008 Cobb
County**Mailing Address**

Same

Exemption Unit Consultant

Nilia Lalin

Phone: (770) 405-7929

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nilia.lalin@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	Intermediate Action Category	Dismissal Action Category
1/27/2026	EX-CAPS-Monitoring	Prevention	Prevention Level 1 (P1)	Intermediate Level 1 (I1)	Dismissal (D)
			Technical Assistance	Corrective Action Plan	Dismissal
				Office Conference	Disqualification
			Prevention Level 2 (P2)	Intermediate Level 2 (I2)	
			Citation	Fine (Level 1 or 2)	
			Plan of Improvement		
			Prevention Level 3 (P3)	Intermediate Level 3 (I3)	

Room Description	Age Groups	Staff Count	Children Count	State Ratio Met	Notes
1153	, Fives, Six and older	2	5	Y	
2111		0	0	Y	
Cafeteria	, Six and older	2	32	Y	
Game room		0	0	Y	
Gym		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 37

Comments:

The program was operating as approved by the exemption.

Please refer to the Exemption page of the website, <https://www.decal.ga.gov/CCS/Exemptions.aspx> for information regarding 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

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 user id 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 standard number(s) that you are refuting, add the reason for disagreement regarding the standard 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.

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The following information is associated with a EX-CAPS-Monitoring:**Activities and Equipment****EX-HS-.A Activities****Met****Comment**

EX-HS-.A - Activities observed to be appropriate and safe for children in care.

EX-HS-.F Equipment & Toys**Met****Comment**

EX-HS-.F - The equipment and furniture observed to be properly used, secured and did not pose a hazard.

EX-HS-.Q Swimming Pools & Water-related Activities(CS)**N/A****Comment**

EX-HS-.Q - The Program does not provide swimming activities.

Children's Records**EX-HS-.C Children's Records****Met****Comment**

EX-HS-.C - Observed children's files as required.

Exemptions**EX-HS-.X Exemption Requirements****Not Met****Finding**

EX-HS-.X(2) requires when a parent or legal guardian initially registers a child with an exempt program, the parent or guardian shall sign a form indicating that the parent or guardian has been advised and understands that the program is not licensed and is not required to be licensed by the state. It was determined based on a review of records that three of three children's enrollment were missing the statement indicating that parents have been informed and understand that the program is not licensed and is not required to be licensed by the state.

POI (Plan of Improvement)

The Program will obtain and maintain written documentation that the parent or guardian understands that the Program is not licensed and it not required to be licensed by the state.

Correction Deadline: 3/6/2026**Facility****EX-HS-.B Bathrooms****Met****Comment**

EX-HS-.B - Program observed to have adequate toilets, sinks and supplies available.

Technical Assistance

EX-HS-.L(4) - Please be mindful to keep items that pose a hazard inaccessible to children.

EX-HS-.M Playgrounds(CS)

N/A

Comment

EX-HS-.M - No playground provided.

Health and Hygiene**EX-HS-.U Diapering Areas & Practices(CS)**

N/A

Comment

EX-HS-.U - No diapered children are enrolled.

EX-HS-.H Hygiene

Met

Comment

EX-HS-.H - Hand washing was not observed during the visit but proper hand washing rules were discussed.

EX-HS-.I Medications(CS)

N/A

Comment

EX-HS-.I - Medication is not dispensed.

Policies and Procedures**EX-HS-.T Required Reporting**

N/A

Comment

EX-HS-.T - There were no incidents or injuries that required reporting.

Safety**EX-HS-.E Discipline(CS)**

Met

Comment

EX-HS-.E - Age-appropriate discussion and/or redirection observed.

EX-HS-.S Field Trips

N/A

Comment

EX-HS-.S - No field trips are offered.

EX-HS-.R Transportation(CS)

N/A

Comment

EX-HS-.R - No transportation provided.

Sleeping & Resting Equipment**EX-HS-.V Safe Sleeping and Resting Requirements(CS)**

N/A

Comment

EX-HS-.V - No infants enrolled in the program.

Staff Records**Records Reviewed: 8****Records with Missing/Incomplete Components: 8**

Staff # 1

Not Met

Date of Hire: 10/13/2024

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.K(1)-No Record

Staff # 2

Not Met

Date of Hire: 08/03/2022

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours,EX-HS-.K(1)-No Record

Staff # 3 Not Met

Date of Hire: 11/30/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record

Staff # 4 Not Met

Date of Hire: 08/12/2002

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record

Staff # 5 Not Met

Date of Hire: 05/01/2023

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record

Staff # 6 Not Met

Date of Hire: 09/01/2021

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record

Staff # 7 Not Met

"Missing/Incomplete Components"

EX-HS-.K(1)-No Record,EX-HS-.D-Criminal Records Check Missing,EX-HS-.P(3)-Health and Safety Training

Staff # 8 Not Met

Date of Hire: 02/07/2020

"Missing/Incomplete Components"

EX-HS-.P(4)-Annual Training 10 Hours

EX-HS-.D Criminal Records and Comprehensive Background Checks(CS)**Not Met****Finding**

EX-HS-.D(1) requires valid evidence of a satisfactory Fingerprint Records Check Determination be maintained at the Program for each employee and potential Director, Employee and Provisional Employee. It was determined based on review of the records that one out of eight staff members did not have a DECAL Satisfactory Criminal Records Check Determination while children were present for care.

POI (Plan of Improvement)

The Program will ensure that every employee has a valid and current satisfactory Comprehensive Records Check Determination letter on file, and secured prior to being present at the program while any child is present for care, or before an individual age 17 or older.

Correction Deadline: 1/28/2026**EX-HS-.G First Aid & CPR(CS)****Met****Comment**

EX-HS-.G - Observed evidence of staff training in CPR and first aid on this date.

EX-HS-.K Personnel Records**Not Met**

Finding

EX-HS-K(1)(a-c) requires the Program to maintain a personnel file on all Staff for the duration of the term of employment plus one calendar year, and shall contain the following: (a) identifying information to include: name, date of birth, current address and current telephone number; (b) evidence of all training required by these standards which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; (c) verification of a satisfactory criminal backgrounds check. It was determined based on records that the program did not maintain a personnel file on eight out of eight staff members.

POI (Plan of Improvement)

The Program will secure required information for all Staff. The Program will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 3/2/2026

EX-HS-.N Staff Requirements**Met****Comment**

EX-HS-.N - Observed a director or person responsible for overall supervision of the program.

EX-HS-.P Staff Training**Not Met****Finding**

EX-HS.P(1) requires prior to assignment to children or task, all Employees (i.e., volunteers, students-in-training, independent contractors, etc.) and Provisional Employees must receive initial program orientation. It was determined based on review of records that one out of eight employees did not complete the initial program orientation.

POI (Plan of Improvement)

The Program will develop and provide orientation for all new Staff prior to their assignment to children or task.

Correction Deadline: 3/2/2026

Finding

EX-HS-.P(3)(a-k) requires each staff member with direct care responsibilities shall complete health and safety training and Health and Safety Orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours: (a) prevention and control of infectious diseases; (b) prevention of sudden infant death syndrome and use of safe sleeping practices; (c) administration of medication, consistent with standards for parental consent; (d) prevention of and response to emergencies due to food and allergic reactions; (e) building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; (f) prevention of shaken baby syndrome, abusive head trauma and child maltreatment; (g) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a human-caused event (such as violence at a child care facility); (h) handling and storage of hazardous materials and the appropriate disposal of bio contaminants; (i) precautions in transporting children (if applicable); (j) recognition and reporting of child abuse and neglect; and (k) child development to include all major domains: cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; and approaches to play and learning. It was determined based on review of documentation that one out of eight staff members did not complete the 10 hours health and safety training within 90 days of employment.

POI (Plan of Improvement)

The Program will develop and implement a plan to schedule and track Health and Safety orientation training for all employees based on their hire dates.

Correction Deadline: 3/2/2026

Finding

EX-HS-P(4)(a-b) requires staff complete annual training (a) Every calendar year after the first year of employment, the Director, Provisional Employees and Employees shall attend ten (10) clock hours of diverse training which is offered by an accredited college, university or vocational program or other Department-approved source.

(b) The annual ten (10) clock hours of training shall include the following:

1. At least two (2) hours in evidence based, developmentally appropriate language and literacy practices;
2. At least two (2) hours in on-going child development and health and safety related topics, which could include, but not be limited to:

(i) Child development (e.g., developmental domains (cognitive; social and emotional; physical development and motor skills; communication, language, and literacy; approaches to play and learning), discipline and guidance techniques, children with special needs);

(ii) Health (e.g., nutrition and the support of breast feeding, physical activity, prevention and control of illnesses and infectious diseases, immunizations, prevention of and response to emergencies due to food and allergic reactions, cleanliness, sanitation, and the appropriate disposal of bio contaminants);

(iii) Safety (e.g., prevention of Sudden Unexpected Infant Death (SUID) which includes Sudden Infant Death Syndrome (SIDS) and the use of safe sleeping practices, medication administration, injury control and prevention, transportation, handling and storage of hazardous materials, identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic, and emergency preparedness planning and response);

(iv) Child abuse and neglect (e.g., identification and reporting, meeting the needs of abused and/or neglected children, prevention of shaken baby syndrome, abusive head trauma and child maltreatment).

3. No more than two (2) of the required ten (10) hours in business-related topics (e.g., parental communication, recordkeeping, management, business planning). It was determined based on a review of records that four out of eight staff members did not complete 10 hours of ongoing training.

POI (Plan of Improvement)

The Program will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 3/2/2026

Staffing and Supervision

EX-HS-.O Staff:Child Ratios and Supervision(CS)

Met

Comment

EX-HS-.O - Adequate supervision observed on this date.