



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: 5/27/2026 **VisitType:** Incident Investigation & Follow Up **Arrival:** 1:20 PM **Departure:** 5:00 PM

CCLC-68087

The Willow School

2969 East Ponce de Leon Avenue Suite 100 Decatur, GA 30030

DeKalb County

(404) 620-8225

Special Investigations Unit Specialist

Stephanie Ellis

Phone: (470) 226-2710

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stephanie.ellis@decal.ga.gov

Mailing Address

Same

Quality Rated: ★

<u>Compliance Zone Designation</u>		
05/27/2026	Incident Investigation & Follow Up	Good Standing
03/19/2026	Initial Licensing Study	Good Standing

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.

Ratios/License Capacity

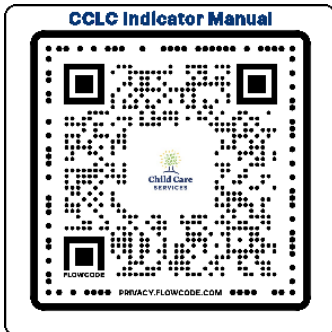
Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main 1st Floor	A: Sunflower (12-24 Months)	Two Year Olds	2	9	C	13	C	NA	NA	Nap
Main 1st Floor	B: Wildflower (12-24 Months)	Two Year Olds	2	11	C	13	C	NA	NA	Nap
Main 1st Floor	C: Sprouts (3-6 Months)	Infants	2	6	C	14	C	NA	NA	Floor Play
Main 1st Floor	D: Seedlings (6-18 Months)	One Year Olds	1	8	C	10	C	NA	NA	Free Play
Main 1st Floor	E: Infant Crib Room	Infants	1	4	C	0	NC	NA	NA	
Main 1st Floor	F: Honeybee (2's)	Two Year Olds	1	9	C	16	C	NA	NA	Nap
Main 1st Floor	G: Dragonfly (2's)	Two Year Olds and Three Year Olds	1	9	C	18	C	NA	NA	Nap
Main 1st Floor	H: Forest (3.5-5 Years's)		0	0	C	15	C	NA	NA	Not In Use
			Total Capacity @35 sq. ft.: 99			Total Capacity @25 sq. ft.: 0				
Main 2nd Floor	K: Treehouse (4-5 Year Old's)	Five Year Olds and Six Year Olds and Over	3	16	C	27	C	NA	NA	Centers
Main 2nd Floor	M: Bluebird (3-4 Year Old's)	Four Year Olds	2	12	C	21	C	NA	NA	Nap
Main 2nd Floor	N: Sunset (3-4 Year Old's)	Four Year Olds	1	8	C	23	C	NA	NA	Nap
Main 2nd Floor	O: Butterfly (4-5 Year Old's)		0	0	C	25	C	NA	NA	Not In Use
Main 2nd Floor	P: Rainbow	Three Year Olds	2	13	C	22	C	NA	NA	Nap
			Total Capacity @35 sq. ft.: 118			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main 1st Floor	Outdoor Patio (Play Area)	8	C

Comments

The purpose of this visit was to conduct an incident investigation and follow up visit.

Plan of Improvement: Developed This Date



For additional information regarding any licensing topics discussed during this visit, please consult the Rules and Regulations Indicator Manual. This manual provides comprehensive clarification of each rule, including evaluation indicators, related best practices, and relevant considerations to support your program's continued and sustained compliance.

To access the Indicator Manual, please scan the QR code below or visit our website at <https://www.decal.ga.gov/CCS/RulesAndRegulations.aspx>.

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

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)

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@dec.al.ga.gov for more information. Free technical assistance is available!



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Summary Report

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The following information is associated with a Incident Investigation & Follow Up:

Staff Records

591-1-1-.14 First Aid & CPR(CR)

Not Met

Finding

591-1-1-.14(1)(a) requires all Staff who provide direct care to children must obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment. Current and valid evidence of the successful completion of such training shall be maintained on the Center's premises. The hours obtained completing this certification will not count towards the required annual training hours. It was determined based on staff records, staff #3, staff #34 and staff #36 did not obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment.

POI (Plan of Improvement)

All caregiver Staff will complete the required training. The Director will send copies via email verification of completed CPR/First Aid certification to the consultant upon completion and will develop a plan to ensure all caregiver Staff have completed this training within the first 45 days of employment and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 5/27/2026

Recited on 5/27/2026