



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: 12/27/2023 **VisitType:** Licensing Study

Arrival: 10:40 AM

Departure: 1:55 PM

CCLC-53765

Dogwood Hills Academy

8039 Union Hill Rd. Canton, GA 30115 Cherokee County
 (770) 345-3220 301942@kindercafe.com

Regional Consultant

Marquita Brown-Opeloyeru

Phone: (706) 434-6831

Fax: (706) 434-7709

marquita.brown-

opeloyeru@dec.al.ga.gov

Mailing Address

3051 Parkbrooke Circle
 Woodstock, GA 30115

Quality Rated: No

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.
12/27/2023	Licensing Study	Good Standing	
06/15/2023	Complaint Closure	Good Standing	
06/07/2023	Complaint Investigation Follow Up	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. Left side 1st Left Sunflowers	One Year Olds	1	5	C	15	C	NA	NA	Free Play
Main	B. Left side 2nd Left - Caterpillars	Infants and One Year Olds	1	3	C	18	C	NA	NA	Floor Play,Nap
Main	C. Left side 2nd Right- Butterflies		0	0	C	18	C	NA	NA	
Main	D. Left side 1st Right Turtles	Two Year Olds and Three Year Olds	2	8	C	20	C	NA	NA	Art
Main	E. Left side Straight - Fireflies		0	0	C	22	C	NA	NA	
Main	F. Right side 1st Right Bunnies I	Three Year Olds and Four Year Olds	1	12	C	20	C	NA	NA	Centers
Main	G. Right side 2nd Right Honey Bees		0	0	C	22	C	NA	NA	
Main	H. Right side 1st Left - Frogs	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	8	C	23	C	NA	NA	Centers
Main	I. Dragon Flies		0	0	C	21	C	NA	NA	
Total Capacity @35 sq. ft.: 179					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 36					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A 6w-12m	11	C
Main	PG B 18m-35m	72	C
Main	PG C 3-10y	101	C

Comments

The purpose of this visit was to conduct a Licensing Study and to follow up on the previous visit conducted May 7, 2023.

Plan of Improvement: Developed This Date 12/27/2023

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

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 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 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!

Jessica Kay, Program Official

Date

Marquita Brown-Opeloyeru, Regional Consultant

Date



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(Findings Report)

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1.12 Equipment & Toys(CR)

Met

Comment

Consultant discussed adding equipment and toys to enhance variety in Classroom A- Left Side 1st Left.

591-1-1.35 Swimming Pools & Water-related Activities(CR)

Not Evaluated

Comment

Center does not provide swimming activities during Winter.

Children's Records

591-1-1.08 Children's Records

Met

Comment

Consultant observed parent agreements were obtained and completed.

Facility

591-1-1.06 Bathrooms

Met

Comment

Please monitor bathrooms for necessary supplies throughout the day.

591-1-1.19 License Capacity(CR)

Met

Comment

Consultant observed licensed capacity to be routinely met by the center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance****Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

Comment

Please secure cleaning tools (i.e., broom, dust pans, plunger) out of reach of children.

Technical Assistance

Ensure protective caps are on all unused electrical outlets within children's reach and that electrical outlets in use be made inaccessible to children, even in the hallways of the school.

Correction Deadline: 12/27/2023

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Technical Assistance**

Remove resilient surface (mat) under the swinging equipment where the swings were.

Correction Deadline: 1/6/2024**Technical Assistance**

Ensure the playground is kept clean, free from litter and free of hazards.

Correction Deadline: 12/27/2023

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Correction Deadline: 7/7/2023****Corrected on 12/27/2023**

.15(9) - Previous citation corrected. All classrooms have an allergy list posted and available to anyone entering.

591-1-1-.18 Kitchen Operations**Met****Comment**

Consultant observed the kitchen appears to be clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Comment**

Staff state proper knowledge of diapering procedures.

Finding

591-1-1-.10(9) requires Center Staff to not use the area used for diapering for food preparation and to keep the diapering area clear of formulas, food, food utensils and food preparation items. It was determined based on classroom observation in Classroom A- Left Side 1st Left, a milk jug was on top of the diaper changing mat.

POI (Plan of Improvement)

Center staff will be trained, specified areas will be available for food preparation and placement of food-related items, and the director will monitor.

Correction Deadline: 12/27/2023

591-1-1-.17 Hygiene(CR)**Not Met****Comment**

Please ensure soiled items are stored inaccessible to children.

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on classroom observation, that a child in Classroom F- Right Side, 1st Right did not wash hands after coming out of the restroom from being changed.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 12/27/2023

Finding

591-1-1-17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on classroom observation, that a staff member in Classroom F- Right Side, 1st Right did not wash their hands after assisting with toileting and before changing another child.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 12/27/2023

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

Consultant discussed proper medication documentation and procedures with the center director on this date.

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-21 Operational Policies & Procedures**Met****Comment**

Consultant observed program complete emergency drills. The last fire drill was conducted December 4, 2023 at 9:30 a.m.

591-1-1-27 Posted Notices**Met****Comment**

Please make sure that all required signs are posted and up to date.

591-1-1-29 Required Reporting**Met****Comment**

Consultant discussed reporting requirements with the center director on this date.

Safety

591-1-1-05 Animals**N/A****Comment**

Center does not keep animals on premises.

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

Consultant observed staff to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)	N/A
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Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)	N/A
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Comment

Per the Director, the Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Consultant observed pleasant nap time environment.

Comment

Consultant observed the correct number of mats, sheets and blankets on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

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

Criminal record checks were observed to be complete.

591-1-1-.09 Criminal Records Check(CR)	Met
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Comment

Consultant observed criminal records checks to be complete.

591-1-1-.14 First Aid & CPR	Met
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Comment

Please be mindful of training expiration dates.

591-1-1-.24 Personnel Records	Technical Assistance
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Technical Assistance

Ensure to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation.

Correction Deadline: 1/1/2024

591-1-1-.31 Staff(CR)	Technical Assistance
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Technical Assistance

Consultant discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months. Staff #7 and #11 must enroll in an approved education program within their six months of hire and complete their degree within eighteen months to continue being a lead staff.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Consultant discussed combining children of mixed ages with the center director on this date.

Comment

Consultant observed staff to provide direct supervision and were attentive to the children's needs.

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

Met

Comment

Consultant observed the center to maintain appropriate staff:child ratios on this date.