

**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:** 9/2/2025**VisitType:** EX-CAPS-Monitoring**Arrival:** 2:00PM**Departure:** 4:25PM**EX-46572 EXMT-12297 EX-1 - Government
Marietta Community Schools-Hickory Hills
Elementary ASP/BSP**500 Redwood Drive SW, Marietta GA 30064 Cobb
County
(770) 429-3125 dwiley@marietta-city.k12.ga.us**Mailing Address****Exemption Unit Consultant**

Nilia Lalin

Phone: (770) 405-7929

Fax: (404) 591-4949

nilia.lalin@dec.state.ga.us

Joint with:

Compliance Zone Designation			Prevention Action Category	IntermediateAction Category	Dismissal Action Category
9/2/2025	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 (Level1 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
Cafeteria	, Fives, Six and older	4	50	Y	
Gym		0	0	Y	
Media Center		0	0	Y	
Playground		0	0	Y	

Group Sizes Met? Y

Total # Non-Care Staff Present: 0

#Staff Count: 4

#Children Count: 50

Comments:

The program was operating within the exemption approval.

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 appropriate

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

EX-HS-.F - Equipment Observed Secured

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

EX-HS-.Q - No Swimming Activities Provided.

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****Met****Comment**

EX-HS-.X(1) - Compliance observed - zoning, fire safety

Facility**EX-HS-.B Bathrooms****Met****Comment**

EX-HS-.B - Toilets and sinks available

EX-HS-.L Physical Plant(CS)**Not Met****Finding**

EX-HS-.L(2) requires the program to be in compliance with applicable laws and regulations issued by the state fire marshal, the proper local fire marshal, or state inspector, including a certificate of occupancy if required prior to receiving any children for care. It was determined based on review of records that the program did not submit a fire inspection report.

POI (Plan of Improvement)

The program will obtain appropriate approvals and is in compliance with applicable laws and regulations by the state fire marshal, proper local fire marshal, or state inspector, including a certificate of occupancy.

Correction Deadline: 9/2/2025

EX-HS-.M Playgrounds(CS) **Met**

Comment

EX-HS-.M - Observation-Clean/Good Repair

Health and Hygiene

EX-HS-.U Diapering Areas & Practices(CS) **Met**

Comment

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

EX-HS-.H Hygiene **Met**

Comment

EX-HS-.H - Observed-Staff Remind Children Wash Hand

EX-HS-.I Medications(CS) **N/A**

Comment

EX-HS-.I - Medication not dispensed

Policies and Procedures

EX-HS-.J Operational Policies & Procedures **Met**

Comment

EX-HS-.J - Written policies and procedures provided to parents

EX-HS-.T Required Reporting **Met**

Comment

EX-HS-.T - No incidents/injuries requiring reporting

Safety

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

Comment

EX-HS-.E - Observed-Discussion/Redirection

EX-HS-.S Field Trips **Met**

Comment

EX-HS-.S - No field trips.

EX-HS-.R Transportation(CS) **Met**

Comment

EX-HS-.R - No Routine Transportation Provided.

Sleeping & Resting Equipment

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

Comment

EX-HS-.V - No infants enrolled.

Staff Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 6

Staff's Name [# 1]: ,

Not Met

Date of Hire: 01/05/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-Address Missing, EX-HS-.K(1)-DOB Missing, EX-HS-.K(1)-Phone Number Missing

Staff's Name [# 2]: , Not Met

Date of Hire: 07/28/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-Address Missing,EX-HS-.K(1)-DOB Missing,EX-HS-.K(1)-Phone Number Missing

Staff's Name [# 3]: , Not Met

Date of Hire: 11/21/2024

"Missing/Incomplete Components"

EX-HS-.P(3)-Health and Safety Training,EX-HS-.K(1)-Address Missing,EX-HS-.K(1)-DOB Missing,EX-HS-.K(1)-Phone Number Missing

Staff's Name [# 4]: , Not Met

Date of Hire: 08/04/2025

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

"Missing/Incomplete Components"

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

Staff's Name [# 5]: , Not Met

Date of Hire: 08/04/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-Address Missing,EX-HS-.K(1)-DOB Missing,EX-HS-.K(1)-Phone Number Missing

Staff's Name [# 6]: , Not Met

Date of Hire: 08/03/2022

"Missing/Incomplete Components"

EX-HS-.K(1)-Address Missing,EX-HS-.K(1)-DOB Missing,EX-HS-.K(1)-Phone Number Missing

EX-HS-.D Criminal Records and Comprehensive Background Checks(CS)

Met

Comment

EX-HS-.D - Criminal Records Check complete

EX-HS-.G First Aid & CPR(CS)

Not Met

Finding

EX-HS.G(2)(a-d) requires (a) when any child is present on the premises, at least fifty percent (50%) of the caregiver staff present shall be trained in pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. (b) There must always be one staff person present in each classroom where children are present that has current and valid pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid training. (c) During any field trip or transportation of children, there must always be a staff member present who has current evidence of the successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. (d) The program director must have current evidence of successful completion of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid at all times. It was determined based on review of records that five of seven staff were missing pediatric first aid and CPR certification.

POI (Plan of Improvement)

The program will ensure that at least 50% of staff are trained in pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid. The program will ensure that during any field trip or transportation of children, there must always be a staff member who is present with current evidence of pediatric cardiopulmonary resuscitation (CPR) and pediatric first aid.

Correction Deadline: 9/2/2025

EX-HS-.K Personnel Records

Not Met

Finding

EX-HS-K(1)(a-c) requires the program 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: (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; and (c) verification of a satisfactory criminal background check. It was determined based on review of records that seven of seven staff had incomplete records. They were missing address, date of birth, and contact information.

POI (Plan of Improvement)

The program will secure required information for all personnel. 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 staff, housekeeping staff, maintenance staff, and other support staff.

Correction Deadline: 9/2/2025

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

EX-HS-.N - Director available

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

EX-HS.P(1) requires that prior to assignment to children or tasks, all employees (i.e., volunteers, students-in-training, independent contractors, etc.) and provisional employees must receive initial center program orientation. It was determined based on review of records that two of six staff did not complete program orientation before assignment to children.

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: 9/2/2025

Finding

EX-HS-.P(3)(a-k) requires each staff member with direct care responsibilities to complete health and safety training and Health and Safety Orientation training. Each staff member with direct care responsibilities shall complete 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. The training must address the following health and safety topics:

- (a) prevention and control of infectious diseases (including immunization)
- (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;
- (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 records that one of six staff did not complete the health and safety training.

POI (Plan of Improvement)

The program will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 9/2/2025

Staffing and Supervision**EX-HS-.O Staff:Child Ratios and Supervision(CS)****Met****Comment**

EX-HS-.O - Observed-Adequate Supervision