



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

Cover Sheet

Date: 12/13/2021 **VisitType:** Licensing Study

Arrival: 12:50 PM

Departure: 1:50 PM

CCLC-1203

Holly Springs Academy

2941 Holly Springs Parkway Canton, GA 30115 Cherokee County
 (770) 345-2882 wandaslife@gmail.com

Regional Consultant

Rachael Brown

Phone: (770) 342-7795

Fax: (678) 891-5887

rachael.brown@decal.ga.gov

Mailing Address

2941 Holly Springs Pkwy
 Canton, GA 30115

Quality Rated: ★

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.
12/13/2021	Licensing Study	Good Standing	
06/03/2021	Complaint Closure	Good Standing	
06/02/2021	Complaint Investigation & Monitoring Visit	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	1st left	Infants	1	6	C	14	C	NA	NA	Free Play
Main	1st right	Two Year Olds	2	15	C	16	C	NA	NA	Outside
Main	2nd left	Infants	1	5	C	6	C	NA	NA	Floor Play
Main	2nd right	Three Year Olds	2	10	C	14	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 50			Total Capacity @25 sq. ft.: 73							
Two	5		0	0	C	4	C	NA	NA	Not In Use
Two	New Additional Building	GA PreK	2	16	C	19	C	26	C	Centers
Total Capacity @35 sq. ft.: 23			Total Capacity @25 sq. ft.: 73							
Total # Children this Date: 52			Total Capacity @35 sq. ft.: 73			Total Capacity @25 sq. ft.: 73				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	112	C

Comments

An Administrative Review was conducted on December 13, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 13, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

CRC rules for Therapists were discussed with the Director on this date. CRC affidavit and 1-day letter issued on this date.

Plan of Improvement: Developed This Date 12/13/2021

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



Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
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.state.ga.us

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), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 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.state.ga.us/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.

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)

Wanda DiStefano, Program Official

Date

Rachael Brown, Consultant

Date



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Findings Report

Date: 12/13/2021 **VisitType:** Licensing Study

Arrival: 12:50 PM

Departure: 1:50 PM

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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

A Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records

Met

Comment

Ensure a complete address is obtained for persons authorized to pick up children.

Facility

591-1-1-.06 Bathrooms	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Licensed capacity observed to be met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition	Met
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Comment

Center menu meets USDA guidelines.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. During the virtual walk through the diapering area was observed and the provider displayed proper knowledge of the rules and regulations.

591-1-1-.17 Hygiene(CR)	Met
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Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Liquid soap and paper towels were observed accessible in the restroom area.

591-1-1-.20 Medications(CR)	N/A
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Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Program observed complete emergency drills

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

Observed all required posted notices.

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

Thank you for reporting as required.

	Safety
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591-1-1-.05 Animals	N/A
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Comment

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director 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

Center does not provide routine transportation.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed SIDS and infant sleeping position. Crib and cots observed to be in good repair and sheets/blankets stated to be laundered appropriately.

	Staff Records
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Records Reviewed: 13

Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 03/01/2021

Staff # 2	Met
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Date of Hire: 11/13/2020

Staff # 3	Met
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Date of Hire: 03/03/1997

Staff # 4	Met
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Date of Hire: 08/24/2018

Staff # 5	Met
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Records Reviewed: 13**Records with Missing/Incomplete Components: 0**

Date of Hire: 06/06/2005

Staff # 6 Met

Date of Hire: 07/16/2019

Staff # 7 Met

Date of Hire: 01/20/2015

Staff # 8 Met

Date of Hire: 05/18/2021

Staff # 9 Met

Date of Hire: 10/19/2021

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

Staff # 10 Met

Date of Hire: 07/06/2021

Staff # 11 Met

Date of Hire: 10/07/2020

Staff # 12 Met

Date of Hire: 05/18/2021

Staff # 13 Met

Date of Hire: 12/13/2021

Reminder - Health & Safety training is required within 90 calendar days of hired**Staff Credentials Reviewed: 10**

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on review of records that a Therapist was present and providing services to children with a records check that was outside of portability and a new application had not been made to an authorized fingerprinting site or the Department.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view videos to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view videos to ensure the CRC rules are maintained.

Correction Deadline: 12/13/2021

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on observation and review of records that a Therapist was present and providing services to children with a criminal record check that had not been electronically ported to the center and was outside of the portability period.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view video to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will view videos to ensure the CRC rules are maintained.

Correction Deadline: 12/13/2021

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Complete first aid kits observed in center.

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR. Ensure all staff with direct child caring responsibilities obtain CPR and First Aid training with 90 days of hire.

591-1-1-.33 Staff Training**Defer****Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

Defer

591-1-1-.33(5)-Citation deferred until first regulatory visit of 2022 as the correction deadline was December 31, 2021.

POI (Plan of Improvement)

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

Correction Deadline: 12/31/2021

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date.