



**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:** 9/27/2022 **VisitType:** Monitoring Visit

**Arrival:** 10:00 AM

**Departure:** 1:45 PM

**CCLC-51184**

**Willow Academy**

3723 Robinson Drive Oakwood, GA 30566 Hall County  
 (678) 696-8005 willowacademyllc@yahoo.com

**Regional Consultant**

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
09/27/2022	Complaint Investigation & Monitoring Visit	Good Standing
09/27/2022	Complaint Closure	Good Standing
03/18/2022	Complaint Closure	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 Bldg	Rm. A - 18 to 23 Months	One Year Olds	1	6	C	9	C	NA	NA	Lunch
Main Bldg	Rm. B- Preschool-2nd left side	Three Year Olds and Four Year Olds	1	11	C	31	C	NA	NA	Lunch
Main Bldg	Rm. C- Infants- 3rd left	Infants	2	8	C	13	C	NA	NA	Lunch, Floor Play
Main Bldg	Rm. D- 12mth-35mth-1st Right	Two Year Olds	2	17	C	24	C	NA	NA	Lunch
Main Bldg	Rm. E - 12 Months - 17 months	One Year Olds	1	4	C	10	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 75						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Insufficient Toilets/Sinks		
Total # Children this Date: 46			Total Capacity @35 sq. ft.: 75			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main Bldg	Playground	31	C

**Comments**

The purpose of today's visit was to conduct a CI/MV.

Plan of Improvement: No Plan Developed

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/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



### 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.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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](http://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)

Nicole Padgett, Program Official

Date

Leena Mitchell, Consultant

Date



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**Findings Report**

**Date:** 9/27/2022 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:45 PM

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1-.12 Equipment & Toys(CR) Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Comment**

Center does not provide swimming activities.

**Facility**

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

Center appears clean and well maintained.

**Comment**

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

**Comment**

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

**Correction Deadline: 3/31/2022**

**Corrected on 9/27/2022**

**.25(3) - .25(3) - The consultant observed the previous citation to be corrected in that the consultant observed the vent in the bathroom to be repaired on this date.**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Technical Assistance**

591-1-1-.26 - Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.).
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the resilient surface under two of two swings was less than one inch on this date.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 10/11/2022**

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<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

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

Please ensure lids remain on trash containing organic waste.

**Comment**

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

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<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

**591-1-1-.36 Transportation(CR)****Met****Comment**

Center does not provide routine transportation.

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position.

**Comment**

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

**Staff Records**

**Records Reviewed: 14**

**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 02/24/2022	Met
Staff # 2 Date of Hire: 01/26/2021	Met
Staff # 3 Date of Hire: 10/07/2020	Met
Staff # 4 Date of Hire: 06/05/2022	Met
Staff # 5 Date of Hire: 11/01/2021	Met
Staff # 6 Date of Hire: 08/04/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 7 Date of Hire: 09/26/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 09/13/2019	Met
Staff # 9 Date of Hire: 09/13/2019	Met
Staff # 10 Date of Hire: 08/15/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 11 Date of Hire: 07/14/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12 Date of Hire: 08/05/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 13 Date of Hire: 10/09/2020	Met

Staff # 14

Met

Date of Hire: 04/08/2022

**Staff Credentials Reviewed: 5**

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

**Met**

**Comment**

The director provided nine files for staff members hired since the previous visit conducted on March 17, 2022. The consultant observed nine of nine newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

**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.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.32 - Center observed to maintain appropriate staff:child ratios.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.32 - Adequate supervision observed on this date. Please ensure that staff members are attentive and participating with all children during mealtimes and shall be seated within an arms length away from children 36-months of age and younger.