



**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:** 2/8/2022      **VisitType:** Licensing Study

**Arrival:** 12:45 PM      **Departure:** 2:05 PM

**CCLC-14293**

**Senoia Kids Academy**

180 Village Cir. Senoia, GA 30276 Coweta County  
 (770) 599-4498 angela@senoiakids.com

**Regional Consultant**

Laura Swann

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**Mailing Address**

P.O. Box 220  
 Senoia, GA 30276

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
02/08/2022	Licensing Study	Good Standing	
07/27/2021	Monitoring Visit	Good Standing	
04/21/2021	Complaint Closure	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	Infants	2	5	C	10	C	NA	NA	Floor Play
Main	B 6-12 Months		0	0	C	8	C	NA	NA	
Main	C 12 M-18 Months		0	0	C	8	C	NA	NA	
Main	D 18-24 Months	One Year Olds	1	7	C	9	C	NA	NA	Nap
Main	E 2 Years	Two Year Olds	1	10	C	10	C	NA	NA	Transitioning, Nap
Main	F 2 years		0	0	C	10	C	NA	NA	
Main	G 3 Years		0	0	C	30	C	NA	NA	
Main	H Prek	GA PreK	2	19	C	20	C	NA	NA	Nap
Main	I School Age		0	0	C	20	C	28	C	
					Total Capacity @35 sq. ft.: 125	Total Capacity @25 sq. ft.: 133				
Total # Children this Date: 41			Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 133				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG 3-School Age	55	C
Main	PG Infant Toddler	40	C

**Comments**

Plan of Improvement: Developed This Date 02/08/2022

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 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](mailto: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](mailto: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)

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Kimberly Holmes, Program Official

Date

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Laura Swann, 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**

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

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

**Met**

**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**

Records were observed to be complete and well organized.

### Facility

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

Center appears clean and well maintained.

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

**Comment**

Please continue to monitor roots and remove when needed.

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**Food Service**

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**591-1-1-.15 Food Service & Nutrition** **Not Met**

**Finding**

591-1-1-.15(2) requires that a signed written feeding plan for children less than one (1) year of age shall be obtained from Parent(s) and that instructions from the Parent(s) shall be updated regularly as new foods are added or other dietary changes are made. The feeding plan shall be posted in the child's assigned room and must include the child's feeding schedule, the amount of formula or breast milk to be given, instructions for the introduction of solid foods, the amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies. It was determined based on a review of documents that three of five infant feeding plans were not updated every 90 days as required.

**POI (Plan of Improvement)**

The Center Director will develop and implement a plan to obtain and post the completed feeding plan as part of the enrollment process and to have parents update the plans on a regular basis that will include center staff involved with enrollment and those working in the infant classrooms.

**Correction Deadline: 2/8/2022**

**Finding**

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation and staff statement that classroom A was mixing bottles with water and powdered formula provided by parents.

**POI (Plan of Improvement)**

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly. Consultant reviewed with the director that only commercially prepared, ready-to-feed formula shall be used. A notice will be sent home to parents.

**Correction Deadline: 2/8/2022**

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

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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**591-1-1-.07 Children's Health** **Technical Assistance**

**Technical Assistance**

591-1-1-.07(5) - Consultant reviewed with the teachers that rule requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items

Correction Deadline: 2/8/2022

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**

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.

**Safety**

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

**Comment**

Age-appropriate discussion and/or redirection observed.

591-1-1-.13 Field Trips(CR) Met

**Comment**

Field trip documentation observed to be complete.

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

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

Correction Deadline: 7/27/2021

Corrected on 2/8/2022

.30(2) - Correction observed on this date. Infants were placed on their back in cribs.

**Staff Records**

Records Reviewed: 14

Records with Missing/Incomplete Components: 2

Staff # 1 Met

Date of Hire: 12/27/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2 Met

Date of Hire: 07/19/2021

Staff # 3 Met

Date of Hire: 01/06/2022 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4 Met

**Records Reviewed: 14****Records with Missing/Incomplete Components: 2**

Date of Hire: 12/30/2021

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

Staff # 5

Not Met

Date of Hire: 08/02/2021

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6

Met

Date of Hire: 09/10/2019

Staff # 7

Met

Date of Hire: 10/15/2017

Staff # 8

Met

Date of Hire: 04/01/2005

Staff # 9

Not Met

Date of Hire: 08/30/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10

Met

Date of Hire: 01/01/2005

Staff # 11

Met

Date of Hire: 08/10/2021

Staff # 12

Met

Date of Hire: 08/08/2019

Staff # 13

Met

Date of Hire: 01/01/2005

Staff # 14

Met

Date of Hire: 01/25/2021

**Staff Credentials Reviewed: 3****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 4 file(s) for employees hired since last visit.

**591-1-1-.33 Staff Training****Not Met**

**Comment**

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

**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that two staff had not completed the required ten hours of annual training for 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: 12/31/2022**

**Recited on 2/8/2022**

**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**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.