



**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:** 9/8/2022      **VisitType:** Licensing Study      **Arrival:** 9:20 AM      **Departure:** 11:15 AM

**CCLC-13528**

**Mayo Academy, Inc.**

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**Regional Consultant**

Penny Svenson

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**Mailing Address**  
 Same

**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.
09/08/2022	Licensing Study	Good Standing	
03/30/2022	Monitoring Visit	Good Standing	
11/08/2021	Complaint Investigation by Phone	Good Standing	

  

<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.

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Bldg 1	Room C - Toddler		0	0	C	7	C	NA	NA	
Total Capacity @35 sq. ft.: 7						Total Capacity @25 sq. ft.: 0				
Bldg. 1	Room B	One Year Olds	1	5	C	7	C	NA	NA	Free Play,Feeding
Bldg. 1	Room D		0	0	C	11	C	NA	NA	
Bldg. 1	Room E	Two Year Olds	1	5	C	12	C	NA	NA	Transitioning,TV
Bldg. 1	Room F		0	0	C	10	C	NA	NA	
Bldg. 1	Room G		0	0	C	12	C	NA	NA	
Total Capacity @35 sq. ft.: 52						Total Capacity @25 sq. ft.: 0				
Bldg. I	Room A		0	0	C	7	C	NA	NA	
Total Capacity @35 sq. ft.: 7						Total Capacity @25 sq. ft.: 0				
Bldg. II	Left		0	0	C	19	C	NA	NA	
Bldg. II	Middle		0	0	C	23	C	NA	NA	
Bldg. II	Right	Three Year Olds and Four Year Olds	1	2	C	19	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 61						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 12			Total Capacity @35 sq. ft.: 127			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Bldg. 1	Main	93	C

## Comments

September 8, 2022--The visit was completed on this date.

Plan of Improvement: Developed This Date 09/08/2022

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.decgal.ga.gov/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@decgal.ga.gov](mailto:qualityrated@decgal.ga.gov) 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)

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Carolyn Thomas, Program Official

Date

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Penny Svenson, 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**

Discussed adding equipment and toys to enhance variety.

**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**

Parent authorizations obtained/completed.

**Evening Care**

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**591-1-1-.32 Staffing/Supervision(CR)****Met****Comment**

Evening hour requirements were met.

**Facility**

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**591-1-1-.06 Bathrooms****Met****Comment**

Please monitor bathrooms for necessary supplies.

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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)****Not Met****Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that there were stained ceiling tiles in the first classroom next to the office.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 9/8/2022**

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

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were large bricks and rocks that were exposed throughout the playground.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 9/8/2022****Food Service**

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

591-1-1-.15(7) requires that food be served according to manufacturer's instructions and recommendations. Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking. Food shall not be accessible or served to children until it has been chopped, diced, cut or mashed and is appropriate for each child's age and individual eating, chewing and swallowing ability. It was determined based on a review of records that hot dogs were served on the menu.

**POI (Plan of Improvement)**

The Center will train Staff and monitor food served and accessible to children to ensure that the food does not present a choking hazard.

**Correction Deadline: 9/8/2022**

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

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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**591-1-1-.07 Children's Health****Not Met****Finding**

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on observation that a toddler had a long clip attached to their pacifier in Room B.

**POI (Plan of Improvement)**

The Center will instruct Staff regarding this safety requirement.

**Correction Deadline: 9/8/2022**

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

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on observation that the diaper changing surface, in the first classroom next to the office, had exposed foam and the surface was not smooth and nonporous as required.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 9/8/2022**

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Age-appropriate discussion and redirection were observed on this date.

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

Center does not participate in field trips at this time.

**Technical Assistance**

The Consultant discussed with the Director that transportation rules apply to all transportation provided by the licensee or on behalf of the licensee, regardless of whether the person is employed by the licensee or if a fee is charged or not.

**Correction Deadline: 9/13/2022**

**Sleeping & Resting Equipment**

**Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that the mats in the first classroom next to the office and in Building II, classroom on the right, were not in good repair and had exposed foam and tears present.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 9/8/2022**

**Staff Records**

**Records Reviewed: 10**

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

Staff # 1	Met
Staff # 2	Met
Date of Hire: 05/20/2019	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 10/10/2019	
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Date of Hire: 04/16/2016	
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met

**Records Reviewed: 10**

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

Date of Hire: 06/24/2022

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

**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.

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

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

**591-1-1-.33 Staff Training Met**

**Comment**

Documentation observed of required staff training.

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

**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) Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Adequate supervision observed on this date.