



**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

**Date:** 5/22/2023    **VisitType:** Complaint Investigation & Licensing Study    **Arrival:** 11:15 AM    **Departure:** 12:40 PM

**CCLC-53765**

**Dogwood Hills Academy**

8039 Union Hill Rd. Canton, GA 30115 Cherokee County  
 (770) 345-3220 301942@kindercare.com

**Regional Consultant**

Sharnette Glenn

Phone: 404-651-8365  
 Fax: 404-334-4612  
 sharnette.glenn@decal.ga.gov

**Mailing Address**

3051 Parkbrooke Circle  
 Woodstock, GA 30115

**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.
05/22/2023	Complaint Investigation & Licensing Study	Good Standing	
05/12/2023	Complaint Investigation by Phone	Good Standing	
04/18/2023	Incident Investigation 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. Left side 1st Left Sunflowers		0	0	C	15	C	NA	NA	Not In Use
Main	B. Left side 2nd Left - Caterpillars	Infants	1	4	C	18	C	NA	NA	Nap,Lunch
Main	C. Left side 2nd Right- Butterflies	One Year Olds	1	7	C	18	C	NA	NA	Transitioning
Main	D. Left side 1st Right Turtles		0	0	C	20	C	NA	NA	Not In Use
Main	E. Left side Straight - Fireflies	One Year Olds and Two Year Olds	2	13	C	22	C	NA	NA	Transitioning
Main	F. Right side 1st Right Bunnies I	Four Year Olds	1	15	C	20	C	NA	NA	Lunch
Main	G. Right side 2nd Right Honey Bees	GA PreK	2	22	C	22	C	NA	NA	Outside
Main	H. Right side 1st Left - Frogs	Three Year Olds	1	13	C	23	C	NA	NA	Lunch
Main	I. Dragon Flies	GA PreK	2	17	C	21	C	NA	NA	Outside
			Total Capacity @35 sq. ft.: 179			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 91			Total Capacity @35 sq. ft.: 179			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A 6w-12m	11	C
Main	PG B 18m-35m	72	C
Main	PG C 3-10y	101	C

**Comments**

The purpose of this visit is to conduct a licensing study.

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/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

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)



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

---

Jessica Kay, Program Official

Date

---

Sharnette Glenn, Regional Consultant

Date



**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

**(Findings Report)**

**Date:** 5/22/2023 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 11:15 AM **Departure:** 12:40 PM

**CCLC-53765**

**Dogwood Hills Academy**

8039 Union Hill Rd. Canton, GA 30115 Cherokee County  
(770) 345-3220 301942@kindercare.com

**Regional Consultant**

Sharnette Glenn

Phone: 404-651-8365

Fax: 404-334-4612

sharnette.glenn@decal.ga.gov

**Mailing Address**

3051 Parkbrooke Circle  
Woodstock, GA 30115

The following information is associated with a Licensing Study 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)**

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**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.

---

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

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

---

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

Discussed proper steps for dishwashing.

**Comment**

Kitchen appears clean and well organized.

**Health and Hygiene**

---

**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**

Please ensure soiled items are stored inaccessible to children.

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The Provider currently does not dispense/administer medication.

**Policies and Procedures**

---

**591-1-1-.21 Operational Policies & Procedures** **Technical Assistance**

**Technical Assistance**

591-1-1-.21(3)- Please ensure that the fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months.

**Correction Deadline: 5/27/2023**

**Safety**

---

**591-1-1-.05 Animals** **N/A**

**Comment**

Center does not keep animals on premises.

---

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

**Comment**

Age-appropriate discussion and/or redirection observed.

**Comment**

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

---

**591-1-1-.13 Field Trips(CR)** **N/A**

**Comment**

Center does not participate in field trips at this time.

---

**591-1-1-.36 Transportation(CR)** **N/A**

**Comment**

Center does not provide routine transportation.

---

**Sleeping & Resting Equipment**

---

---

**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Not Met**

**Comment**

Discussed SIDS and infant sleeping position.

**Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined based on observation that a sleeping infant was in the crib with a bottle for five minutes.

**POI (Plan of Improvement)**

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance.

**Correction Deadline: 5/22/2023**

---

**Staff Records**

---

---

**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**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

---

**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.

**The following information is associated with a Complaint Investigation Visit:**

**Staffing and Supervision**

---

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

**Met**

**Correction Deadline: 4/19/2023**

**Corrected on 5/22/2023**

**.32(7) - The previous citation was corrected. The consultant observed adequate supervision throughout the center.**