



**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:** 9/30/2019    **VisitType:** Initial Licensing Study    **Arrival:** 11:15 AM    **Departure:** 1:15 PM

**FR-51920**

**Dunagan, Sharon F**

2446 Basin Court Gainesville, GA 30506 Hall County  
 (706) 344-7838 littlefriendsacademy1@gmail.com

**Regional Consultant**

Neli Todorova

Phone: (770) 359-5167  
 Fax: (678) 891-5630  
 neli.todorova@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
09/30/2019	Initial Licensing Study	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**

Age Ranges	Children Present	Child For Pay	CAPS	Not for Pay	Provider Children
Infant (0-11 mos)	0	0	0	0	0
1 & 2 Years	0	0	0	0	0
3 & 4 Years	0	0	0	0	0
School Age(5+) Years	0	0	0	0	0
<b>Total Under 13 Years</b>	0	0	0	0	0
<b>Total Under 18 Years</b>	0				

Children Present: 0

Total Children: 0

Caregivers/Helpers Present: 3

Total Caregivers/Helpers: 1

**Comments**

The Family Child Care Learning Home was granted Permission to Operate this date. No children were present or enrolled on the date of the visit. Per Zoning the capacity of the Family Child Care Learning Home is limited to six (6) unrelated children.

The Provider will provide a copy of a Business License from Hall county within 30 days from 9/30/19.

The provider does not carry Liability Insurance.

Plan of Improvement: Developed This Date 09/30/2019

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.decal.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decal.ga.gov](mailto:CCSRefutations@decal.ga.gov).

- 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://decal.ga.gov/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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

Sharon Dunagan, Program Official

Date

Neli Todorova, Consultant

Date



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### Findings Report

**Date:** 9/30/2019 **VisitType:** Initial Licensing Study **Arrival:** 11:15 AM **Departure:** 1:15 PM

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

#### 290-2-3-.12 Equipment and Supplies(CR)

Met

**Comment**

A variety of equipment and toys were observed.

**Comment**

Toys and equipment observed to be clean and safe from hazardous conditions.

**Comment**

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

#### 290-2-3-.19 Infant-Sleeping Safety Requirements(CR)

Met

**Comment**

The Provider was not licensed to care for Infants. Consultant observed the correct number of cots and discussed cot and mat disinfecting requirements with Provider on this date.

#### 290-2-3-.07 Swimming Pools & Water-related Activities(CR)

Met

**Comment**

On this date, the Provider stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with the Provider, prior to the visit and on this date. Consultant also stated to the Provider that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Home is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

**Comment**

There is no pool on the property

### Facility

#### 290-2-3-.11 Physical Plant - Safe Environment(CR)

Met

**Comment**

No hazards observed accessible to children on this date.

**Comment**

An operable and appropriately sized fire extinguisher was observed in the home this date.

**Comment**

Operable smoke detectors were observed as required in the home this date.

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**290-2-3-.13 Physical Plant-Structural/Mechanical(CR)** **Met**

**Comment**

The Home appears clean and free from hazards.

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**290-2-3-.13 Playgrounds(CR)** **Met**

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Comment**

The yard has a four foot wooden fence. There is a play structure with two swings and a slide. Consultant observed six inches of mulch in the fall zones of the swings and the slide.

**Comment**

There is no pool on the property

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**Health and Hygiene**

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**290-2-3-.11 Children's Health and Hygiene(CR)** **Met**

**Comment**

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the provider on this date.

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**290-2-3-.11 Diapering Areas & Practices(CR)** **Met**

**Comment**

The provider was licensed to serve children ages three through five. When diapering is needed, the provider will use the bathroom. Consultant observed a sink with warm running water and smooth non porous diapering surface.

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**290-2-3-.11 Medications(CR)** **Met**

**Comment**

No children were enrolled in the program on this date. Per the provider no medication will be dispensed. Consultant observed Department - approved medication authorization forms that the Home will use if needed.

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**Licensure**

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**290-2-3-.04 Application Requirements(CR)** **Met**

**Comment**

Application requirements reviewed with the Provider on this date. The Family Child Care Learning Home was granted Permission to Operate this date. No children were present or enrolled on the date of the visit. Per Zoning the capacity of the Family Child Care Learning Home is limited to six (6) unrelated children.

**Comment**

Application requirements reviewed with the Provider on this date. The Provider will provide a copy of a Business License from Hall county within 30 days from 9/30/19.

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**Safety and Discipline**

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**290-2-3-.11 Animals** **Met**

**Comment**

Animals maintained clean and appropriately caged.

**Comment**

Appropriate vaccination records were available on this date for one dog.

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**290-2-3-.11 Discipline(CR)** **Met**

**Comment**

There were no children enrolled on this date. Consultant observed the Home discipline policy and discussed regulations regarding proper discipline with the Provider, prior to the visit and on this date.

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**290-2-3-.11 First Aid Kit** **Met**

**Comment**

Complete first aid kit observed in the Family Child Care Learning Home

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**290-2-3-.11 Transportation(CR)** **Met**

**Comment**

No children were enrolled in the program on this date. The Provider stated that the program will not provide Transportation and/or Field Trips, upon enrollment of children. Prior to the visit and on this date, Consultant discussed all Transportation and Field Trip requirements with the Provider, regarding two (2) hour Transportation Training, CPR - First - Aid, proper Transportation/Field Trip documentation, vehicle and safety restraint requirements, regulations regarding walking field trips, checklists, name tags and parental permission forms. The Provider is required to contact the assigned Bright from the Start Regional Consultant if planning to transport children in the future.

<b>Staff Records</b>
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**290-2-3-.21 Criminal Records and Comprehensive Background Checks(CR)** **Met**

**Comment**

Comprehensive Criminal records checks were observed to be complete.

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**290-2-3-.07 First Aid & CPR** **Met**

**Comment**

Evidence observed that the provider was certified in First Aid and CPR.

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**290-2-3-.07 Staff Qualifications(CR)** **Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staff:Child Ratios and Supervision</b>
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**290-2-3-.07 Staff:Child Ratios(CR)** **Met**

**Comment**

There were no children enrolled on this date. Consultant discussed proper Staff: child ratios with the Provider, prior to the visit and on this date.

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**290-2-3-.07 Supervision(CR)** **Met**

**Comment**

There were no children enrolled on this date. Consultant discussed proper supervision and watchful oversight, with the Provider, prior to the visit and on this date.