



**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:** 3/28/2023    **VisitType:** Incident Investigation & Follow Up    **Arrival:** 10:30 AM    **Departure:** 1:45 PM

**CCLC-39104**

**Duncan Creek Academy**

2064 Pine Road Dacula, GA 30019 Gwinnett County  
(770) 831-1505 npotter@duncancreekacademy.com

**Special Investigations Unit  
Coordinator**

Colette Bolds

Phone: (770) 357-7068  
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**Mailing Address**  
Same

**Quality Rated:** ★ ★

<u>Compliance Zone Designation</u>		
03/28/2023	Incident Investigation & Follow Up	Good Standing
08/05/2022	Licensing Study	Good Standing
06/16/2022	Monitoring Visit	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	1R-Rm. L	Infants and One Year Olds	2	6	C	13	C	NA	NA	Floor Play
Main	2L- Rm. B	One Year Olds	2	10	C	20	C	NA	NA	Circle Time,Art
Main	2R- Rm. K	Three Year Olds	2	14	C	18	C	NA	NA	Outside
Main	3L- Rm. C	Two Year Olds	2	10	C	18	C	NA	NA	Outside
Main	3R- Rm. J		0	0	C	21	C	NA	NA	Not In Use
Main	4L- Rm. D		0	0	C	15	C	NA	NA	Not In Use
Main	4R- Rm. I	Four Year Olds	1	15	C	20	C	NA	NA	Outside
Main	5L- Rm. E	GA PreK	3	16	C	20	C	NA	NA	Outside
Main	5R- Rm. H PreK 1	GA PreK	2	21	C	27	C	NA	NA	Centers
Main	6L- Rm. F PreK 3	GA PreK	2	22	C	26	C	NA	NA	Circle Time
Main	7L- Rm. G PreK 2		0	0	C	28	C	NA	NA	Not In Use
Main	Rm. A- 1L		0	0	C	10	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 236						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 114						Total Capacity @35 sq. ft.: 236				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-Infant/toddler	54	C
Main	B - School Age	87	C


Main	C-Preschoolers	49	C
Main	D-Infant-Toddler	14	C
Main	E- Playground	31	C
Main	Playground F- 2's	22	C

**Comments**

The purpose of this visit was to conduct a Follow-Up to the previous visit conducted on August 5, 2023. The findings were reviewed with the provider and a copy of the report was emailed to the provider.

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.al.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

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!**

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Niki Potter, Program Official

Date

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Colette Bolds, Consultant

Date



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**(Findings Report)**

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The following information is associated with a Incident Investigation & Follow Up:

**Facility**

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

**Defer**

**Defer**

This rule is being deferred until the next regulatory visit as there were discrepancies with the citation regarding the gates locations.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 8/5/2022**

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR)**

**Met**

**Correction Deadline: 8/5/2022**

**Corrected on 3/28/2023**

**Correction of previous citation was observed.**

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

**Met**

**Correction Deadline: 8/5/2022**

**Corrected on 3/28/2023**

**Correction of the previous citation was observed in rooms throughout the center.**

**Safety**

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

Met

Correction Deadline: 8/5/2022

Corrected on 3/28/2023

Correction of previous citation was observed as the center was observed to have complete emergency medical forms for 17 of 17 children who participated in a field trip on February 8, 2023.

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

Met

Correction Deadline: 8/6/2022

Corrected on 3/28/2023

Correction of previous citation was observed as both vehicles with tag numbers ending in 6698 and 17288 were observed to have complete emergency medical forms for 17 of 17 children who participated in a field trip on February 8, 2023.