



**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:** 5/11/2021 **VisitType:** Licensing Study

**Arrival:** 12:00 PM

**Departure:** 1:50 PM

**CCLC-1020**

**Fort Daniel Children's Academy**

2730 Braselton Hwy. Dacula, GA 30019 Gwinnett County  
 (770) 932-6200 Ftdaniel@fdca.comcastbiz.net

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**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.  <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.
05/11/2021	Licensing Study	Good Standing	
11/25/2020	Monitoring Visit	Good Standing	
05/27/2020	Licensing Study	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	1L	Infants and One Year Olds	3	9	C	16	C	NA	NA	Story,Floor Play,Nap
Main	1R	Three Year Olds	2	14	C	20	C	NA	NA	Nap
Main	2L	One Year Olds and Two Year Olds	2	13	C	17	C	NA	NA	Nap
Main	2R	Four Year Olds	2	14	C	16	C	NA	NA	Nap
Main	3L	Two Year Olds and Three Year Olds	1	15	C	14	NC	NA	NA	Nap
Main	3R	Five Year Olds and Six Year Olds and Over	1	12	C	16	C	NA	NA	Lunch
Main	4L	GA PreK	2	17	C	26	C	NA	NA	Transitioning,Nap
Main	4R	GA PreK	2	15	C	24	C	NA	NA	Nap,Transitioning,Story
Main	Center	GA PreK	2	20	C	27	C	NA	NA	Transitioning,Outside
Main	Dining		0	0	C	30	C	NA	NA	
Total Capacity @35 sq. ft.: 206						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 129						Total Capacity @35 sq. ft.: 206				
						Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A Left side	34	C
Main	PG Right Side	88	C


**Comments**

An Administrative Review was conducted on May 10, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on May 11, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 1, 2021 was reviewed during the virtual inspection.

Follow up regarding the FAQ for Rule Changes effective October 1, 2020.



Plan of Improvement: Developed This Date 05/11/2021

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

**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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LaNita Ricks, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Findings Report

**Date:** 5/11/2021 **VisitType:** Licensing Study

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#### CCLC-1020

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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 Virtual Visit was conducted due to the COVID-19 pandemic. A variety of equipment and toys were observed throughout the center.

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

Met

#### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Center does not provide swimming activities.

### Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Met

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

Technical Assistance

#### Technical Assistance

591-1-1-.08(1) - Please ensure that all information is completed on enrollment forms.

**Correction Deadline: 5/11/2021**

### Facility

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**591-1-1-.19 License Capacity(CR)****Not Met****Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that there were fifteen children in a space licensed for 14 in the 3L classroom.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 5/11/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Please be mindful to keep items that pose a hazard inaccessible to children.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discussed maintenance of resilient surface. Please fluff and redistribute.

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**Food Service**

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

591-1-1-.15(2)(f) - Discussed new revision to restricted food rule which states: 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.

**Correction Deadline: 5/11/2021**

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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-.10 Diapering Areas & Practices(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements for diapering were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing requirements were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Documentation for medication dispensing observed complete.

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**Policies and Procedures**

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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

A virtual visit was conducted due to the COVID-19 pandemic. The consultant discussed emergency drill requirements and emergency plans with the Director.

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**591-1-1-.22 Parental Access** **Met**

**Comment**

591-1-1-.22 - A Virtual Visit was conducted due to the COVID-19 pandemic. Parental access requirements were met per the COVID-19 guidelines.

**Correction Deadline: 5/11/2021**

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**591-1-1-.29 Required Reporting** **Met**

**Comment**

Reminder: Please be sure to contact the Gwinnett County Department of Health if there are positive COVID-19 cases immediately and get their guidance. Also, please complete a Required Report in DECAL KOALA for communicable diseases.

Please be sure to report temporary closures in DECAL KOALA under the Required Report tab whenever there are temporary closures for one day or more.

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**Safety**

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date. The staff talk with the children and the children go to the cozy or quiet area to read if they need a moment, for discipline.

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

**Comment**

Please remember the Governor's Executive Order does not allow for field trips at this time.

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**591-1-1-.36 Transportation(CR)** **Not Met**

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date. The inspection was observed to be completed on vehicle tag number PB 6108 was completed on October 30, 2020, PB 6105 and EHP 512 were completed on October 26, 2020.

**Finding**

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on a review of records that 12 of 32 children being transported did not have their information completed on their medical emergency forms. Eight children did not have their physician's information and four children did not have their emergency contact listed.

**POI (Plan of Improvement)**

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

**Correction Deadline: 5/12/2021**

## Sleeping & Resting Equipment

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

Met

### Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 34

Records with Missing/Incomplete Components: 4

Staff # 1	Not Met
Date of Hire: 10/18/2017	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 08/01/2016	
Staff # 4	Met
Date of Hire: 08/15/2018	
Staff # 5	Met
Date of Hire: 07/31/2017	
Staff # 6	Not Met
Date of Hire: 11/05/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 7	Met
Date of Hire: 08/27/2013	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 10/17/2011	
Staff # 10	Met
Date of Hire: 05/13/2002	
Staff # 11	Not Met
Date of Hire: 11/13/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	

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Staff # 12	Met
Staff # 13	Met
Staff # 14	Met
Date of Hire: 10/08/2015	
Staff # 15	Met
Date of Hire: 07/31/2017	
Staff # 16	Met
Date of Hire: 04/06/2018	
Staff # 17	Met
Date of Hire: 04/13/2021	
Staff # 18	Not Met
Date of Hire: 05/01/1995	
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Date of Hire: 07/01/2019	
Staff # 22	Met
Date of Hire: 07/20/2020	
Staff # 23	Met
Date of Hire: 07/14/2014	
Staff # 24	Met
Date of Hire: 05/01/1995	
Staff # 25	Met
Date of Hire: 08/28/2018	
Staff # 26	Met
Date of Hire: 11/01/2002	
Staff # 27	Met
Date of Hire: 11/15/2018	



Staff # 28	Met
Date of Hire: 09/02/2013	
Staff # 29	Met
Date of Hire: 11/10/2020	
Staff # 30	Met
Date of Hire: 10/08/2018	
Staff # 31	Met
Date of Hire: 10/08/2018	
Staff # 32	Met
Date of Hire: 10/27/2017	
Staff # 33	Met
Date of Hire: 09/02/2002	
Staff # 34	Met
Date of Hire: 09/04/2013	

**Staff Credentials Reviewed: 15****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Criminal record checks were observed to be complete. Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10 year work history form in order to determine any breaks in service from the child care industry. Please ensure that records checks are redone if there is a six month break in service. Please also ensure that satisfactory records checks are updated before the expiration date.

**591-1-1-.09 Criminal Records Check(CR) Met****Comment**

Director provided two files for employees hired since last visit.

**591-1-1-.14 First Aid & CPR Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff #1, and #6 did not have evidence of First Aid and CPR and staff #11 completed the CPR training online.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date. The provider stated that a training is being scheduled.

**Correction Deadline: 6/10/2021**

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

Documentation observed of required staff training.

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**591-1-1-.31 Staff(CR)****Not Met****Comment**

591-1-1-.31(13) - A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 1, 2021.

**Correction Deadline: 5/11/2021****Finding**

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that staff #18 did not have the current education credential as required. The credential expired on November 29, 2020.

**POI (Plan of Improvement)**

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience. The provider stated that staff is currently working on renewing their credential.

**Correction Deadline: 8/11/2021**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Center observed to maintain appropriate staff:child ratios.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Adequate supervision observed on this date. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.