



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: 10/16/2025 VisitType: Monitoring Visit

Arrival: 1:05 PM Departure: 5:15 PM

CCLC-65655

Kiddie Academy of Braselton

5331 Thompson Mill Rd Hoschton, GA 30548 Gwinnett County  
(470) 241-2001

Regional Consultant

Lynn Schnitzer

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Mailing Address

Same

Quality Rated: ★

| Compliance Zone Designation |                                   |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|-----------------------------|-----------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10/16/2025                  | Monitoring Visit                  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 07/17/2025                  | Complaint Closure                 | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 06/03/2025                  | Complaint Investigation Follow Up | 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 Building                   | A - Infant           | Infants and One Year Olds and Two Year Olds | 1                               | 6        | C    | 19         | C            | NA         | NA           | Nap                       |
| Main Building                   | B - Toddlers         |                                             | 0                               | 0        | C    | 16         | C            | NA         | NA           |                           |
| Main Building                   | C - Two Year Old's   |                                             | 0                               | 0        | C    | 20         | C            | NA         | NA           |                           |
| Main Building                   | D - Two Year Old's   | Two Year Olds                               | 1                               | 7        | C    | 20         | C            | NA         | NA           | Nap                       |
| Main Building                   | E - Three Year Old's |                                             | 0                               | 0        | C    | 16         | C            | NA         | NA           |                           |
| Main Building                   | F - Three Year Old's |                                             | 0                               | 0        | C    | 17         | C            | NA         | NA           |                           |
| Main Building                   | G - Four Year Old's  |                                             | 0                               | 0        | C    | 20         | C            | NA         | NA           |                           |
| Main Building                   | H - Four Year Old's  | Three Year Olds and Four Year Olds          | 1                               | 9        | C    | 18         | C            | NA         | NA           | Nap                       |
| Main Building                   | I - School Age       | Six Year Olds and Over                      | 1                               | 8        | C    | 27         | C            | NA         | NA           | Outside,Centers ,Homework |
| Total Capacity @35 sq. ft.: 173 |                      |                                             | Total Capacity @25 sq. ft.: 0   |          |      |            |              |            |              |                           |
| Total # Children this Date: 30  |                      |                                             | Total Capacity @35 sq. ft.: 173 |          |      |            |              |            |              |                           |
|                                 |                      |                                             | Total Capacity @25 sq. ft.: 0   |          |      |            |              |            |              |                           |

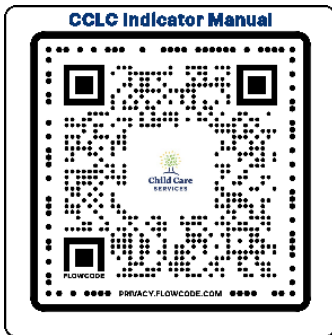
| Building      | Playground                    | Playground Occupancy | Playground Compliance |
|---------------|-------------------------------|----------------------|-----------------------|
| Main Building | Playground A - Infant/Toddler | 17                   | C                     |
| Main Building | Playground B - Ages 3 - 4     | 23                   | C                     |

| <u>Enrolled Children</u> |         |         |         |         |                    |                   |
|--------------------------|---------|---------|---------|---------|--------------------|-------------------|
| Under 1 years            | 1 years | 2 years | 3 years | 4 years | 5 years (Prekonly) | 5 years and older |
| 4                        | 5       | 10      | 7       | 4       | 0                  | 14                |

Comments

The consultant discussed the report with Director, Colton Guntzville, on October 16, 2025.

Plan of Improvement: Developed This Date



For additional information regarding any licensing topics discussed during this visit, please consult the Rules and Regulations Indicator Manual. This manual provides comprehensive clarification of each rule, including evaluation indicators, related best practices, and relevant considerations to support your program's continued and sustained compliance.

To access the Indicator Manual, please scan the QR code below or visit our website at <https://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>.

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/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.

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#### 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.

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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!**



### Summary Report

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The following information is associated with a Monitoring Visit:

#### Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 7/17/2025

Corrected on 10/16/2025

.03(9) - The previous citation was observed to be corrected. The consultant observed staff to redirect children engaged in potentially detrimental activities.

591-1-1-.12 Equipment & Toys(CR)

Met

Correction Deadline: 7/17/2025

Corrected on 10/16/2025

.12(1) - The previous citation was observed to be corrected. Consultant observed center staff instructing children in the proper use of equipment during the visit.

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

N/A

Comment

Center does not provide swimming activities.

#### Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center on this date.

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

Technical Assistance

Technical Assistance

591-1-1-.25(13) - Consultant discussed with director to ensure that brooms and dust pans are stored out of reach of children in classrooms B-Toddlers, D-Two Year Old's, and F-Three Year Old's.

Correction Deadline: 10/16/2025

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

Technical Assistance

Technical Assistance

591-1-1-.26(4) - Consultant discussed with the director to ensure that the gate enclosing the ladder to the roof is locked on Playground A- Infant/Toddler and to ensure that the torn netting behind the fence is replaced or repaired on Playground C - Ages 5-12.

Correction Deadline: 10/16/2025

**Food Service****591-1-1-.18 Kitchen Operations****Technical Assistance****Technical Assistance**

591-1-1-.18(5) - Consultant discussed with the director to ensure that the refrigerators are kept at 40 degrees Fahrenheit in Classrooms A - Infants and B- Toddlers.

**Correction Deadline: 10/16/2025**

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff stated proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center on this date.

**591-1-1-.20 Medications(CR)****Technical Assistance****Technical Assistance**

591-1-1-.20(1) - Consultant discussed with the director to ensure that medication authorization forms are completely filled out before administering medication.

**Correction Deadline: 10/16/2025**

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

591-1-1-.21(2)(r) - New - Discussed updating the Center's policies and procedures to include the program's practices regarding the expulsion and suspension of children enrolled for care within the description of behavior management and discipline actions used by the Center.

Also discussed to ensure a description of the practices followed by the Center to prevent shaken baby syndrome and abusive head trauma in children up to five years of age that includes the following information: how to recognize, respond to, and report the signs and symptoms of shaken baby syndrome and abusive head trauma; strategies to assist staff members in understanding how to care for infants and how to cope with a crying, fussing, or distraught child; strategies to ensure staff members understand the brain development of children up to five years of age; and a list of prohibited behaviors when dealing with children.

Additional information can be found in the CCLC Indicator Manual found on DECAL's website at:

<https://www.dec.state.ga.us/CCS/RuleAndRegulations.aspx> or through the Center on Shaken Baby Syndrome found at: <https://dontshake.org/>.

**Correction Deadline: 10/21/2025**

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

Age-appropriate discussion and/or redirection observed.

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

Field trip documentation observed to be complete on this date.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Technical Assistance**

591-1-1-.36(3)(a-b) - Consultant discussed with the director to ensure that any staff member who participates in the transportation of children has completed the required two-hour training in transportation.

**Correction Deadline: 10/26/2025**

**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 review of records that 13 of 13 emergency medical records did not have the name and number of the child's doctor. Further, it was determined that one of 14 transported children did not have an emergency medical record maintained on the vehicle.

**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: 10/17/2025**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that center staff did not record the loading and unloading of the children during a field trip on June 11, 2025, to Friendship Rock Quarry and during a field trip on June 17, 2025, to Riverside Water Plant. Further, center staff did not document in writing with a different mark/symbol to account for children listed on the passenger transportation checklist who were not present on the vehicle for any reason during morning and afternoon school transportation routes to Four Points Prep, Spout Springs Elementary School, and Friendship Elementary School during the week of October 6, 2025 to October 10, 2025.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 10/17/2025**

**Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the date and time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records that center staff did not record the time of arrival and departure during afternoon school routes to Spout Springs Elementary School on October 6, 2025, and October 7, 2025. Additionally, center staff did not record the dates of school transportation routes conducted between September 29, 2025, to October 3, 2025, and between October 6, 2025, and October 10, 2025.

**POI (Plan of Improvement)**

The Center will ensure that each date and time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 10/17/2025**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of records that center staff did not document the first check of the vehicle after completing morning and afternoon transportation routes to Spout Springs Elementary School on October 6, 2025, October 7, 2025, and October 9, 2025.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 10/17/2025**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of records that center staff did not document the first check of the vehicle after completing morning and afternoon transportation routes to Spout Springs Elementary School on October 6, 2025, October 7, 2025, October 8, 2025, and October 9, 2025.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 10/16/2025**

|                                         |
|-----------------------------------------|
| <b>Sleeping &amp; Resting Equipment</b> |
|-----------------------------------------|

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

**Met**

**Comment**

Pleasant naptime environment observed.

**Comment**

Staff stated knowledge of infant sleep requirements.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

**Records Reviewed: 11**

**Records with Missing/Incomplete Components: 1**

Staff # 9

Not Met

Date of Hire: 01/06/2025

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided six files for employees hired since last visit June 3, 2025..

**591-1-1-.14 First Aid & CPR(CR)**

**Not Met**

**Finding**

591-1-1-.14(1)(a) requires all Staff who provide direct care to children must obtain certification in a biennial training program in pediatric cardiopulmonary resuscitation (CPR) and a triennial training program in pediatric first aid within the first 45 days of employment. Current and valid evidence of the successful completion of such training shall be maintained on the Center's premises. The hours obtained completing this certification will not count towards the required annual training hours. It was determined based on review of records that staff #10, date of hire January 6, 2025, did not have current training in pediatric first aid and CPR.

**POI (Plan of Improvement)**

All caregiver Staff will complete the required training. The Director will send copies via email verification of completed CPR/First Aid certification to the Consultant upon completion and will develop a plan to ensure all caregiver Staff have completed this training within the first 45 days of employment and that evidence of successful completion of the training is on file available for inspection.

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Not Met**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that children five 2-year-old children were left unattended when center staff was assisting children in the restroom in Classroom D-Two Year Old's.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 10/16/2025**