



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: 4/24/2025 VisitType: Licensing Study

Arrival: 9:10 AM Departure: 3:15 PM

CCLC-730

Jan's Family Day Care Center

8455 Hwy. #53 East Dawsonville, GA 30534 Dawson County
(706) 216-6372

Lead Consultant

Dianne Clarke

Phone: (770) 357-4923

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dianne.clarke@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			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.
04/24/2025	Licensing Study	Support	
07/22/2024	Complaint Closure	Good Standing	
07/15/2024	Complaint Investigation & Monitoring Visit	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	GA PreK	2	17	C	22	C	30	C	Art, Centers
Main	1R	Infants	1	3	C	7	C	NA	NA	Floor Play, Free Play
Main	2L	Three Year Olds	2	20	C	20	C	28	C	Centers
Main	2R	One Year Olds	1	6	C	10	C	NA	NA	Free Play, Circle Time
Main	3R	Two Year Olds	1	10	C	20	C	NA	NA	Free Play
Main	Upstairs		0	0	C	11	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 90

Total Capacity @25 sq. ft.: 106

Total # Children this Date: 56

Total Capacity @35 sq. ft.: 90

Total Capacity @25 sq. ft.: 106

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground Large	122	C
Main	Playground Middle	24	C
Main	Playground/ RT Side	11	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
6	10	12	12	11	19	30

Comments

Be sure to enter all temporary closures by 7 a.m. (vacation, emergencies, school closures, inclement weather, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one or more days. SAVE the report before exiting.

All amendments are required to be electronically submitted in DECAL KOALA effective 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

Please ensure that the director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

Please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors ensure that they complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

****As of January 1, 2024, there is a free Transportation Training available on OLLI in Georgia PDS (GaPDS) as ProSolutions will no longer offer the class for free. Also, you will be able to find the Health and Safety Orientation Training, which will be 15 hours, for free as well (staff must complete all 15 hours for the course to be counted). PLEASE NOTE: If the Health & Safety Orientation Training date is outside of the previous 12 months, the training was not approved for 10 credit hours, or the training certificate is not documented in the employee's GaPDS account, the Staff person will be required to take this training again, within their first 90 days of employment at a new facility. Reminder: Health and Safety Orientation Training can only be taken once every five years.**

Talk about updated orientation checklist.

Indicator manual and utilizing it. FYI: As of October 1, 2024, for larger equipment please be sure to have the amount of equipment for the number of children enrolled (this include cribs, chairs, etc.)

Talk about updated Transportation forms including sample as of October 1, 2023, use immediately.

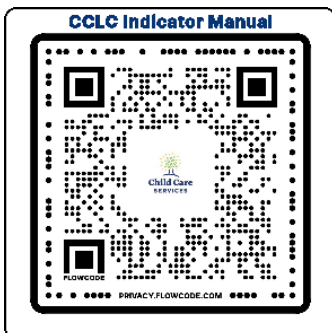
Discussed regarding ensuring to complete rechecks for Criminal Records checks at least 90 days before the five-year expiration. Suggestion: Check monthly or sooner to ensure that staff's criminal records checks are not about to expire.

Don't forget to post new license annually.

Discussed regarding mats using tape to repair; must replace (if applicable).

Coming soon: Core Rule: CPR and First Aid will be due within 45 days and 2 hours annually of required Literacy training rule changes beginning July 1, 2025.

Plan of Improvement: To Be Submitted 05/08/2025



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.decal.ga.gov/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.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), do the following:

- 1) Log into DECAL KOALA 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@decal.ga.gov for more information. Free technical assistance is available!



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Summary Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(1) - Please ensure that lesson plans are completed and available at all times.

Correction Deadline: 4/24/2025

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

Met

Correction Deadline: 7/16/2024

Corrected on 4/24/2025

.12(2) - The previous citation was observed to be corrected in that the cubbies were repaired. Please ensure that the equipment is in good repair at all times.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - Please ensure that parents complete their work address on their enrollment forms.

Correction Deadline: 4/24/2025

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)

Not Met

Technical Assistance

591-1-1-.25(13) - Please ensure to remove hazardous items in the bathrooms like brooms, dust pans, toilet brushes, etc...

Correction Deadline: 4/24/2025

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the following areas were in need of repair:

- Classroom 1L - The cabinet above the sink on the right was observed to be detached and in need of repair.

Correction Deadline: 5/1/2025

Recited on 4/24/2025

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that the outlet was observed to be uncovered in the 2L classroom near the phone and the 2R classroom on the left wall.

Correction Deadline: 4/24/2025

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the fence was observed to be in need of repair:

-Playground Large: The wire fence on the right was observed to be detached in several areas.

-Playground/ Right side: The bottom of the fence near the gas tank was observed to be loose. Also, the first front section was observed to be detached. Further, the fence at the back right corner was observed to be 3 feet, 6 inches and the front right corner of the fence was observed to be 3 feet, 7 inches.

Correction Deadline: 5/24/2025

Correction Deadline: 5/9/2025

Corrected on 4/24/2025

.26(6) - The previous citation was observed to be corrected and the equipment were repaired. Please ensure to maintain equipment at all times.

Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the following areas were in need of resilient surfaces:
-Playground Large: The red spiral fireman pole area observed to have less than one inch of mulch where six inches was needed. The six swings area there was no mulch observed where six inches were needed. Also, the dome climber was observed to have one and a half inch of mulch where three were needed.

Correction Deadline: 5/24/2025

Recited on 4/24/2025

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that the following hazards were observed on the playground:
-Playground Large: Exposed concrete at the post to the right upon exiting from the 2L classroom. There was missing lattice at the bottom which created a gap of 8 and 1/2 inches on the back and left side of the pavilion. Also, there was a loose board on the right side and the nail head was not flush. There was a white PVC pipe detached in the area near the swings on the left side near the pavilion.
-Playground/Right Side: A hole was observed to the back side of the fence area on the playground around the gas tank.

Correction Deadline: 5/9/2025

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**

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

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

Age-appropriate discussion and/or redirection observed.

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

Correction Deadline: 7/16/2024

Corrected on 4/24/2025

.36(4)(f)1. - The previous citation was observed to be corrected in that the seatbelts were in good repair. Please ensure that the driver is checking the vehicle for needed repairs at all times.

Correction Deadline: 7/16/2024

Corrected on 4/24/2025

.36(6) - The previous citation was observed to be corrected in that all children being transported had a transportation agreement form. Please ensure that all children being transported has a transportation agreement form at all times.

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 seven children were missing their physician's information and two children were missing their emergency contact during transportation on the week of April 7, 2025 and April 14, 2025.

Correction Deadline: 4/25/2025

Recited on 4/24/2025

Sleeping & Resting Equipment

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

Met

Correction Deadline: 7/15/2024

Corrected on 4/24/2025

.30(2) - The previous citation was observed to be corrected in that there are no children being swaddled. Please ensure that staff are aware of the safe sleep policy.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 1

Staff # 7

Not Met

Date of Hire: 04/10/2024

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

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

Met

Comment

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 childcare industry.
- Please ensure that all staff, volunteers, independent contractors, substitutes, therapists, etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.
- Please ensure that records checks are redone if there is a six-month (180 calendar days) break in service from the childcare industry.
- Please also ensure that satisfactory records checks are updated before the expiration date.
- Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center or home or ensure that the individual is supervised at all times by a staff member who has a comprehensive records check if they do not have a records check on file.
- Please ensure that staff with a national background check is always present with a staff member who has a comprehensive background check. Staff should never be by themselves.

Comment

Director provided five files for employees hired since last visit.

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

Met

Correction Deadline: 8/5/2024

Corrected on 4/24/2025

.14(2) - The previous citation was observed to be corrected in that CPR and First Aid was completed for all staff. Please ensure that staff completes their First Aid and CPR training at all times.

591-1-1-.24 Personnel Records

Technical Assistance

Technical Assistance

591-1-1-.24(1) - Please ensure that all staff has completed the orientation checklist at all times.

Correction Deadline: 4/29/2025

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff #7, hired on April 10, 2024, did not have current evidence of Health and Safety Orientation Training on file.

Correction Deadline: 5/24/2025

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**

Correction Deadline: 7/15/2024

Corrected on 4/24/2025

.32(4) - The previous citation was observed to be corrected in that there were no mixed age groups. Please ensure that all children under three are housed in separate physical areas and not mixed with older children.

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

Correction Deadline: 7/15/2024

Corrected on 4/24/2025

.32(7) - The previous citation was observed to be corrected in that staff stated that during mealtimes that staff is seated within arms length during the meal. Please ensure that staff are seated within arms length at all times during mealtime.