



**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:** 12/17/2021 **VisitType:** Monitoring Visit

**Arrival:** 10:00 AM

**Departure:** 11:30 AM

**CCLC-46551**

**Dahlonega Country Day Academy**

619 Buckhorn Tavern Road Dahlonega, GA 30533 Lumpkin County  
 (706) 867-6290 dcd8676290@windstream.net

**Mailing Address**

619 Buckhorn Tavern Rd.  
 Dahlonega, GA 30533

**Regional Consultant**

Stephanie Clark

Phone: (770) 357-1712

Fax: (770) 357-1715

stephanie.clark@decal.ga.gov

**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.<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. |
|------------------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12/17/2021                         | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 06/10/2021                         | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12/30/2020                         | 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          |
|--------------------------------|-------------------|-----------------------------------|-------------------------------|----------|------|---------------------------------------------------------------|--------------|------------|--------------|----------------|
| Back Building                  | Back Right E      |                                   | 0                             | 0        | C    | 7                                                             | C            | NA         | NA           | Not In Use     |
| Back Building                  | Front Room A      |                                   | 0                             | 0        | C    | 23                                                            | C            | NA         | NA           |                |
| Back Building                  | Middle 1st Left C |                                   | 0                             | 0        | C    | 9                                                             | C            | NA         | NA           | Not In Use     |
| Back Building                  | Middle 2nd Left D |                                   | 0                             | 0        | C    | 14                                                            | C            | NA         | NA           | Not In Use     |
| Back Building                  | Middle B          |                                   | 0                             | 0        | C    | 22                                                            | C            | NA         | NA           | Not In Use     |
| Total Capacity @35 sq. ft.: 37 |                   |                                   | Total Capacity @25 sq. ft.: 0 |          |      | Building @35 capacity limited by Heath Department Limitations |              |            |              |                |
| Cottage                        | Back Room         | Infants                           | 2                             | 6        | C    | 5                                                             | NC           | NA         | NA           | Nap,Floor Play |
| Cottage                        | Front Room        | Infants                           | 3                             | 9        | C    | 12                                                            | C            | NA         | NA           | Floor Play,Nap |
| Total Capacity @35 sq. ft.: 15 |                   |                                   | Total Capacity @25 sq. ft.: 0 |          |      | Building @35 capacity limited by Building Department          |              |            |              |                |
| Main                           | Room A- 1st Right | Three Year Olds                   | 2                             | 13       | C    | 13                                                            | C            | NA         | NA           | Centers        |
| Main                           | Room B 2nd Right  | GA PreK                           | 2                             | 15       | C    | 18                                                            | C            | NA         | NA           | Centers        |
| Main                           | Room C 3rd Right  | One Year Olds                     | 2                             | 10       | C    | 10                                                            | C            | NA         | NA           | Centers        |
| Main                           | Room D -1st Left  | GA PreK                           | 2                             | 16       | C    | 21                                                            | C            | NA         | NA           | Centers        |
| Main                           | Room E - 2nd Left | GA PreK                           | 2                             | 21       | C    | 18                                                            | NC           | NA         | NA           | Centers        |
| Main                           | Room F- 3rd Left  | Two Year Olds and Three Year Olds | 2                             | 14       | C    | 14                                                            | C            | NA         | NA           | Centers        |
| Main                           | Room G 4th Left   |                                   | 0                             | 0        | C    | 11                                                            | C            | NA         | NA           |                |

|                                 |                                 |                               |                                                               |
|---------------------------------|---------------------------------|-------------------------------|---------------------------------------------------------------|
|                                 | Total Capacity @35 sq. ft.: 103 | Total Capacity @25 sq. ft.: 0 | Building @35 capacity limited by Heath Department Limitations |
| Total # Children this Date: 104 | Total Capacity @35 sq. ft.: 155 | Total Capacity @25 sq. ft.: 0 |                                                               |

| Building | Playground                    | Playground Occupancy | Playground Compliance |
|----------|-------------------------------|----------------------|-----------------------|
| Cottage  | Main Playground & Front Porch | 8                    | C                     |
| Cottage  | Side Porch                    | 2                    | C                     |
| Main     | Covered Porch                 | 5                    | C                     |
| Main     | Playground A                  | 55                   | C                     |
| Main     | Playground B                  | 16                   | C                     |

#### Comments

An Administrative Review was conducted on December 17th, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 17th, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

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.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.

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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), e-mail the following information to [CCSRefutations@dec.al.ga.gov](mailto:CCSRefutations@dec.al.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://dec.al.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.

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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)

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Heather Chambers, Program Official

Date

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Stephanie Clark, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**Met**

**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.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.25 - Please be mindful to keep items that pose a hazard inaccessible to children.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26 – Please ensure to monitor the playground areas for the following hazards: - Normal wear and tear of playground equipment and toys. Potential entrapment hazards in the fence surrounding the playground area. Biting and/or stinging insects (i.e. ants, bees, etc.). Loose and/or weak tree branches surrounding the playground area. Standing water in and around playground equipment after inclement weather. Fall zones and resilient surface.

### Health and Hygiene

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|                                                        |            |
|--------------------------------------------------------|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--------------------------------------------------------|------------|

**Comment**

Staff state proper knowledge of diapering procedures.

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|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Proper hand washing observed throughout the center.

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|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

The Provider currently does not dispense/administer medication.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.11 Discipline(CR)</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.36 Transportation(CR)</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

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

**Comment**

Complete documentation of transportation observed.

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

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|                                                               |                             |
|---------------------------------------------------------------|-----------------------------|
| <b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b> | <b>Technical Assistance</b> |
|---------------------------------------------------------------|-----------------------------|

**Technical Assistance**

591-1-1-.30 - Discussed SIDS and infant sleeping position.

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

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|                             |
|-----------------------------|
| <b>Records Reviewed: 33</b> |
|-----------------------------|

|                                                      |
|------------------------------------------------------|
| <b>Records with Missing/Incomplete Components: 0</b> |
|------------------------------------------------------|

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|           |     |
|-----------|-----|
| Staff # 1 | Met |
|-----------|-----|

Date of Hire: 08/21/2018

|           |     |
|-----------|-----|
| Staff # 2 | Met |
|-----------|-----|

Date of Hire: 09/17/2020

|           |     |
|-----------|-----|
| Staff # 3 | Met |
|-----------|-----|

Date of Hire: 01/07/2019

|           |     |
|-----------|-----|
| Staff # 4 | Met |
|-----------|-----|

Date of Hire: 11/15/2016

|           |     |
|-----------|-----|
| Staff # 5 | Met |
|-----------|-----|

Date of Hire: 08/05/2021

|           |     |
|-----------|-----|
| Staff # 6 | Met |
|-----------|-----|

Date of Hire: 11/11/2021

Staff # 7 Met

Date of Hire: 09/20/2021

Staff # 8 Met

Date of Hire: 03/31/2021

Staff # 9 Met

Date of Hire: 11/17/2021

Staff # 10 Met

Date of Hire: 12/21/2019

Staff # 11 Met

Date of Hire: 05/11/2021

Staff # 12 Met

Date of Hire: 12/19/2016

Staff # 13 Met

Date of Hire: 08/14/2020

Staff # 14 Met

Date of Hire: 12/19/2016

Staff # 15 Met

Date of Hire: 08/26/2020

Staff # 16 Met

Date of Hire: 05/22/2021

Staff # 17 Met

Date of Hire: 11/20/2016

Staff # 18 Met

Date of Hire: 05/13/2019

Staff # 19 Met

Date of Hire: 08/10/2020

Staff # 20 Met

Date of Hire: 08/08/2020

Staff # 21 Met

**Records Reviewed: 33****Records with Missing/Incomplete Components: 0**

Date of Hire: 07/31/2018

Staff # 22 Met

Date of Hire: 05/04/2021

Staff # 23 Met

Date of Hire: 05/07/2020

Staff # 24 Met

Date of Hire: 05/26/2020

Staff # 25 Met

Date of Hire: 07/18/2018

Staff # 26 Met

Date of Hire: 12/19/2016

Staff # 27 Met

Date of Hire: 02/23/2021

Staff # 28 Met

Date of Hire: 12/07/2021

Staff # 29 Met

Date of Hire: 11/14/2018

Staff # 30 Met

Date of Hire: 11/03/2021

Staff # 31 Met

Date of Hire: 12/19/2016

Staff # 32 Met

Date of Hire: 05/26/2021

Staff # 33 Met

Date of Hire: 08/01/2020

**Staff Credentials Reviewed: 6****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Director provided six {6} file(s) for employees hired since last visit June 10th, 2021. The consultant observed six of six newly hired staff members to have evidence of a satisfactory comprehensive determination letter on file.

**591-1-1-.14 First Aid & CPR Met**

**Correction Deadline: 7/10/2021**

**Corrected on 12/17/2021**

**.14(2) - The previous citation was observed to be corrected. The consultant observed all required staff members to have evidence of a current first aid and CPR training card on file.**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.31 - Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

## **Staffing and Supervision**

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

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Adequate supervision observed on this date.