



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: 6/16/2022 **VisitType:** Monitoring Visit

Arrival: 2:50 PM

Departure: 4:20 PM

CCLC-39104

Duncan Creek Academy

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

Regional Consultant

Beth Holland

Phone: (404) 478-8075

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beth.holland@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. |
|------------------------------------|------------------------------------|---------------|--|
| 06/16/2022 | Monitoring Visit | Good Standing | |
| 03/17/2022 | Incident Investigation & Follow Up | Good Standing | |
| 09/20/2021 | Complaint Closure | Good Standing | |

| | |
|----------------------|---|
| 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 | 1 | 5 | C | 13 | C | NA | NA | Floor Play, Feeding |
| Main | 2L- Rm. B | One Year Olds | 1 | 8 | C | 20 | C | NA | NA | Snack |
| Main | 2R- Rm. K | Two Year Olds | 1 | 10 | C | 18 | C | NA | NA | Centers |
| Main | 3L- Rm. C | Two Year Olds | 1 | 6 | C | 18 | C | NA | NA | Snack |
| Main | 3R- Rm. J | Three Year Olds | 1 | 11 | C | 21 | C | NA | NA | Snack |
| Main | 4L- Rm. D | Four Year Olds | 1 | 11 | C | 15 | C | NA | NA | Centers |
| Main | 4R- Rm. I | | 0 | 0 | C | 20 | C | NA | NA | |
| Main | 5L- Rm. E | | 0 | 0 | C | 20 | C | NA | NA | |
| Main | 5R- Rm. H PreK 1 | | 0 | 0 | C | 27 | C | NA | NA | |
| Main | 6L- Rm. F PreK 3 | | 0 | 0 | C | 26 | C | NA | NA | |
| Main | 7L- Rm. G PreK 2 | Six Year Olds and Over | 2 | 28 | C | 28 | C | NA | NA | Snack |
| Main | Rm. A- 1L | | 0 | 0 | C | 10 | C | NA | NA | |

Total Capacity @35 sq. ft.: 236

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 79

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

A monitoring visit was conducted on this date.

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 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.state.ga.us for more information. Free technical assistance is available!

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)

Niki Potter, Program Official

Date

Beth Holland, Consultant

Date



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Findings Report

Date: 6/16/2022 **VisitType:** Monitoring Visit

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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)

Met

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

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**

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Safety

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

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

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 13****Records with Missing/Incomplete Components: 0**

| | |
|--------------------------|-----|
| Staff # 1 | Met |
| Date of Hire: 08/10/2020 | |
| Staff # 2 | Met |
| Date of Hire: 11/20/2019 | |
| Staff # 3 | Met |
| Date of Hire: 07/17/2018 | |
| Staff # 4 | Met |
| Date of Hire: 01/19/2016 | |
| Staff # 5 | Met |
| Staff # 6 | Met |
| Date of Hire: 04/01/2017 | |
| Staff # 7 | Met |
| Staff # 8 | Met |

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

| | |
|------------|-----|
| Staff # 9 | Met |
| Staff # 10 | Met |
| Staff # 11 | Met |
| Staff # 12 | Met |
| Staff # 13 | Met |

Staff Credentials Reviewed: 2

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

Comment

Director provided three file(s) for employees hired since last visit.

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

Comment

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

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**

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.