



**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:** 8/8/2017      **VisitType:** Monitoring Visit      **Arrival:** 3:30 PM      **Departure:** 4:45 PM

**CCLC-36530**

**APEC After School Enrichment @ Randolph**

5320 Campbellton Road, SW Atlanta, GA 30331 Fulton County  
 (404) 599-9774 Randolph@APECprep.com

**Regional Consultant**

Jennifer Bailey  
 Phone: (770) 357-7024  
 Fax: (770) 357-7023  
 jennifer.bailey@dec.al.ga.gov

**Mailing Address**

1099 Cascade Rd SW  
 Atlanta, GA 30311

<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.
08/08/2017	Monitoring Visit	Good Standing	
05/17/2017	POI Follow Up	Good Standing	
05/09/2017	Complaint Closure	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	Cafeteria	Six Year Olds and Over	5	61	C	96	C	NA	NA	Snack, Transitioning
Total Capacity @35 sq. ft.: 96					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 61			Total Capacity @35 sq. ft.: 96			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground( open field)	49	C

**Comments**

The purpose of this visit is to conduct a monitoring visit and follow-up to the visit conducted on May 17, 2017. Consultant observed 1 staff with 3 Pre-K and 9 five-year-olds in a special use room on this date. A one day letter was left on this date.

Plan of Improvement: Developed This Date 08/08/2017

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).

**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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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Laquandra Trueblood, Program Official

Date

Jennifer Bailey, 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**

Observed variety of equipment. No unsecured equipment observed.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)****N/A****Comment**

No Swimming Activities Provided

**Facility****591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed Capacity Routinely Met

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

Reminder-Keep Hazards Inaccessible

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

Open field licensed for outdoor use. Observed clean/free from hazards.

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

Not licensed for diapered children.

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

**Comment**

Observed handwashing. Staff stated proper knowledge.

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**591-1-1-.20 Medications(CR)** **N/A**

**Comment**

No medications dispensed.

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**Safety**

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

**Comment**

Observed a positive learning environment with redirection used as needed.

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**591-1-1-.36 Transportation(CR)** **N/A**

**Comment**

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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

**Comment**

Not licensed for infants/no children in cribs.

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**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)** **Not Met**

**Comment**

Consultant observed 8 new staff files on this date. 3 had satisfactory fingerprint clearance letters. 4 staff were observed to have local background checks inside of the 21 day provisional period.

**Finding**

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on a review of staff records that one staff member was rehired on July 25, 2017 with a satisfactory fingerprint clearance in which the portability expired on September 4, 2016.

**POI (Plan of Improvement)**

The Center will ensure that each potential Employee bringing a satisfactory determination letter issued by the Department has a Satisfactory Records Check Determination that is dated within the preceding 12 months from the hire date. The Center will not employ individual's whose satisfactory status has changed.

**Correction Deadline: 8/8/2017**

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

**Comment**

Staff were observed to comply with applicable laws on this date.

**Correction Deadline: 8/8/2017**

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**Staffing and Supervision**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Direct Supervision/Attentive Staff