



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: 11/17/2020 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:30 AM

CCLC-23628

Appletree Prep

2881 Monroe Highway, Suite 201 Bogart, GA 30622 Oconee County
 (770) 725-4117 kristin@appletreeprep.com

Regional Consultant

Beth Holland

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beth.holland@dec.al.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.
11/17/2020	Licensing Study	Good Standing	
12/16/2019	Licensing Study	Good Standing	
06/27/2019	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	Left Hall: 1R-Seedlings	Infants	2	3	C	14	C	NA	NA	Floor Play	
Main	Left Hall: 2L-PreK2	Four Year Olds	2	21	C	21	C	29	C	Music	
Main	Left Hall: 2R-Sprouts	Infants and One Year Olds	3	11	C	18	C	NA	NA	Transitioning	
Main	Left Hall: 1L-PreK1	Four Year Olds	2	21	C	21	C	29	C	Centers	
Main	Middle: Little Buds	One Year Olds and Two Year Olds	4	11	C	18	C	NA	NA	Outside	
Main	Right Hall: 1L-Blossoms	Two Year Olds	3	15	C	19	C	NA	NA	Outside	
Main	Right Hall: 1R-Golden Apple	Three Year Olds and Four Year Olds	2	19	C	21	C	NA	NA	Centers, Transitioning	
Main	Right Hall: 2L-Yellow Apple	Two Year Olds and Three Year Olds	4	19	C	20	C	NA	NA	Centers	
Main	Right Hall: 2R-Full Bloomers		0	0	C	30	C	42	C		
Main	Right Hall: 3L-Red Apple	Three Year Olds	2	18	C	20	C	NA	NA	Centers	
Total Capacity @35 sq. ft.: 202						Total Capacity @25 sq. ft.: 236					
Total # Children this Date: 138		Total Capacity @35 sq. ft.: 202				Total Capacity @25 sq. ft.: 236			Building @25 capacity limited by Fire Marshall Limitations		

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	50	C


Main	B	71	C
Main	C	37	C

Comments

An Administrative Review was conducted on November 17, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 17, 2020 with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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.al.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

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), e-mail the following information to 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.

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 New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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

Kristin Norris, Program Official

Date

Beth Holland, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

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.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

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

Center appears clean and well maintained.

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

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen appears clean and well organized.

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) **Technical Assistance**

Technical Assistance

591-1-1-.36 - Please ensure that the correct Van/ tag number is on each transportation log.

Sleeping & Resting Equipment

Technical Assistance

591-1-1-.30 - Consultant discussed with provider to ensure that children's blankets and sheets are stored separately, so that they do not come in contact with other children's blankets and sheets to maintain proper hygiene and sanitation.

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 30

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Staff # 2	Met
Date of Hire: 10/26/2018	
Staff # 3	Met
Date of Hire: 02/19/2018	
Staff # 4	Met
Staff # 5	Met
Date of Hire: 09/21/2020	
Staff # 6	Met
Date of Hire: 02/08/2012	
Staff # 7	Met
Date of Hire: 05/13/2013	
Staff # 8	Met
Date of Hire: 07/22/2015	
Staff # 9	Met
Date of Hire: 09/21/2020	
Staff # 10	Met
Date of Hire: 09/17/2020	
Staff # 11	Met
Date of Hire: 11/21/2016	
Staff # 12	Met
Date of Hire: 12/11/2017	
Staff # 13	Met
Date of Hire: 07/24/2019	

Staff # 14	Met
Staff # 15	Met
Date of Hire: 08/15/2016	
Staff # 16	Met
Date of Hire: 08/07/2013	
Staff # 17	Met
Staff # 18	Met
Date of Hire: 08/30/2017	
Staff # 19	Met
Date of Hire: 10/03/2018	
Staff # 20	Met
Date of Hire: 11/30/2018	
Staff # 21	Met
Staff # 22	Met
Date of Hire: 07/21/2019	
Staff # 23	Met
Date of Hire: 09/12/2017	
Staff # 24	Met
Staff # 25	Met
Date of Hire: 01/16/2019	
Staff # 26	Met
Date of Hire: 05/14/2019	
Staff # 27	Met
Date of Hire: 08/13/2012	
Staff # 28	Met
Staff # 29	Met
Date of Hire: 06/18/2015	
Staff # 30	Met
Date of Hire: 12/05/2017	

Staff Credentials Reviewed: 7

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

Met

Comment

Criminal record checks were observed to be complete.

Correction Deadline: 12/16/2019

Corrected on 11/17/2020

Corrected on 11/17/2020- .09(1)(j) -Correction of the previous citation in that during the review of records on 11/17/2020, all employees were observed to have evidence of a satisfactory criminal background check on this date.

591-1-1-.33 Staff Training

Technical Assistance

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Technical Assistance

591-1-1-.33(4) - Consultant discussed with provider to ensure that the cook completes the required Nutrition training within 90 days of hire date.

Correction Deadline: 12/17/2020

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

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.