



**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: 4/24/2019 **VisitType:** Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:45 PM

CCLC-23628

Appletree Prep

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

Regional Consultant

Stacy Whitten

Phone: (770) 405-7920

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stacy.whitten@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.
04/24/2019	Monitoring Visit	Good Standing	
07/16/2018	Licensing Study	Good Standing	
02/14/2018	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	Left Hall: 1R-Seedlings	Infants	3	9	C	14	C	NA	NA	Floor Play,Nap,Feeding
Main	Left Hall: 2L-PreK2	PreK	2	22	C	21	NC	29	C	Circle Time
Main	Left Hall: 2R-Sprouts	Infants and One Year Olds	4	14	C	18	C	NA	NA	Feeding,Music
Main	Left Hall:1L-PreK1	PreK	2	20	C	21	C	29	C	Transitioning
Main	Middle: Little Buds	One Year Olds and Two Year Olds	3	16	C	18	C	NA	NA	Floor Play
Main	Right Hall: 1L-Blossoms	Two Year Olds and Three Year Olds	4	18	C	19	C	NA	NA	Lunch
Main	Right Hall: 1R-Golden Apple	Three Year Olds and Four Year Olds	2	14	C	21	C	NA	NA	Lunch
Main	Right Hall: 2L-Yellow Apple	Two Year Olds and Three Year Olds	3	14	C	20	C	NA	NA	Circle Time
Main	Right Hall: 2R-Full Bloomers	Three Year Olds	2	8	C	30	C	42	C	Music
Main	Right Hall: 3L-Red Apple	Three Year Olds and Four Year Olds	2	18	C	20	C	NA	NA	Transitioning

Total Capacity @35 sq. ft.: 202

Total Capacity @25 sq. ft.: 236

Total # Children this Date: 153

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

The purpose of this visit was to conduct a monitoring visit.

Plan of Improvement: Developed This Date 04/24/2019

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

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@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.

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

Stacy Whitten, 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.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Swimming rules discussed.

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.

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)**Not Met****Comment**

Documentation for medication dispensing observed complete.

Finding

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined based on an observation that one container of little noses saline drops was stored in a low hanging storage bag on the back of the children's bathroom in the main middle classroom (little buds classroom), accessible to children.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 4/24/2019

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 - Consultant discussed with provider to ensure all vehicles used for transportation have a complete first aid kit.

Technical Assistance

591-1-1-.36 - The vehicles were checked for compliance. Proper restraints were observed ; consultant discussed with provider to ensure all seatbelts are tight fitting when children are buckled in.

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.

Comment

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director and staff on this date. Staff stated appropriate knowledge of health and hygiene and laundry practices.

Staff Records

Records Reviewed: 41**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 10/11/2018

Staff # 2 Date of Hire: 03/16/2018	Met
Staff # 3 Date of Hire: 07/22/2015	Met
Staff # 4 Date of Hire: 01/24/2017	Met
Staff # 5 Date of Hire: 12/11/2017	Met
Staff # 6 Date of Hire: 04/01/2018	Met
Staff # 7 Date of Hire: 08/22/2016	Met
Staff # 8 Date of Hire: 05/01/2017	Met
Staff # 9 Date of Hire: 08/15/2016	Met
Staff # 10 Date of Hire: 11/30/2018	Met
Staff # 11 Date of Hire: 10/26/2017	Met
Staff # 12 Date of Hire: 02/19/2018	Met
Staff # 13 Date of Hire: 07/31/2018	Met
Staff # 14 Date of Hire: 11/21/2016	Met
Staff # 15 Date of Hire: 08/01/2016	Met
Staff # 16 Date of Hire: 10/26/2018	Met

Staff # 17 Date of Hire: 08/07/2013	Met
Staff # 18 Date of Hire: 08/13/2012	Met
Staff # 19 Date of Hire: 06/13/2018	Met
Staff # 20 Date of Hire: 06/18/2015	Met
Staff # 21 Date of Hire: 10/30/2017	Met
Staff # 22 Date of Hire: 07/31/2018	Met
Staff # 23 Date of Hire: 01/16/2019	Met
Staff # 24 Date of Hire: 10/03/2018	Met
Staff # 25 Date of Hire: 12/17/2018	Met
Staff # 26 Date of Hire: 04/03/2019	Met
Staff # 27 Date of Hire: 07/31/2018	Met
Staff # 28 Date of Hire: 05/13/2013	Met
Staff # 29 Date of Hire: 02/08/2012	Met
Staff # 30 Date of Hire: 10/26/2018	Met
Staff # 31 Date of Hire: 10/08/2018	Met

Records Reviewed: 41

Records with Missing/Incomplete Components: 0

Staff # 32 Date of Hire: 12/05/2017	Met
Staff # 33 Date of Hire: 01/29/2019	Met
Staff # 34 Date of Hire: 08/12/2013	Met
Staff # 35 Date of Hire: 07/31/2018	Met
Staff # 36 Date of Hire: 08/31/2017	Met
Staff # 37 Date of Hire: 09/12/2017	Met
Staff # 38 Date of Hire: 06/01/2016	Met
Staff # 39 Date of Hire: 01/10/2019	Met
Staff # 40 Date of Hire: 08/30/2017	Met
Staff # 41 Date of Hire: 11/21/2013	Met

Staff Credentials Reviewed: 41

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided thirteen files for employees hired since last visit.

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

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

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.