



**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:** 5/23/2018    **VisitType:** POI Follow Up    **Arrival:** 1:00 PM    **Departure:** 3:30 PM

**CCLC-33284**

**The Chestnut Treehouse III**

1593 Lawrenceville Hwy Lawrenceville, GA 30044 Gwinnett County  
(770) 277-6877 candacechristina@gmail.com

**Regional Consultant**

Tamra Thomas

Phone: (770) 405-7962

Fax: (404) 591-6172

tamra.thomas@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

| <b>Compliance Zone Designation</b> |                   |               |
|------------------------------------|-------------------|---------------|
| 05/23/2018                         | POI Follow Up     | Good Standing |
| 05/03/2018                         | Licensing Study   | Support       |
| 01/03/2018                         | Complaint Closure | Good Standing |

**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.

**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     | A - 1st Right  | One Year Olds             | 2     | 8        | C    | 15         | C            | NA         | NA           | Nap             |
| Main     | B - 2nd Right  | Infants and One Year Olds | 1     | 5        | C    | 8          | C            | NA         | NA           | Nap, Floor Play |
| Main     | C - 3rd Right  | Two Year Olds             | 1     | 5        | C    | 11         | C            | NA         | NA           | Nap             |
| Main     | D - Back Right | Two Year Olds             | 1     | 6        | C    | 20         | C            | NA         | NA           | Nap             |
| Main     | E - Back Left  | Four Year Olds            | 1     | 18       | C    | 22         | C            | NA         | NA           | Nap             |
| Main     | F - 2nd Left   | Three Year Olds           | 1     | 10       | C    | 22         | C            | NA         | NA           | Nap             |
| Main     | G - 1st Left   | Two Year Olds             | 1     | 8        | C    | 15         | C            | NA         | NA           | Nap             |

Total Capacity @35 sq. ft.: 113

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 60

Total Capacity @35 sq. ft.: 113

Total Capacity @25 sq. ft.: 0

| Building | Playground                  | Playground Occupancy | Playground Compliance |
|----------|-----------------------------|----------------------|-----------------------|
| Main     | Playground A - 6wk to 23mth | 7                    | C                     |
| Main     | Playground B - School Age   | 22                   | C                     |
| Main     | Playground C - Preschool    | 36                   | C                     |
| Main     | Playground D - 2's          | 23                   | C                     |

**Comments**

The purpose of the visit was to conduct a plan of improvement follow-up.

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).



**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.

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.ga.gov](mailto:CCSRefutations@dec.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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>  
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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

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Candace Christina, Program Official

Date

Tamra Thomas, Consultant

Date



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### Findings Report

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The following information is associated with a POI Follow Up:

### Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 5/3/2018

Corrected on 5/23/2018

Correction of the previous citation. The provider had lesson plans available for review on this date.

### Facility

591-1-1-.06 Bathrooms

Met

Correction Deadline: 6/2/2018

Corrected on 5/23/2018

Correction of the previous citation. The provider was in the process of repairing the ventilation fans on this date.

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

Met

Correction Deadline: 5/11/2018

Corrected on 5/23/2018

Correction of the previous citations. The consultant observed classroom G-1st left walls were painted, and classroom E back left boys restroom light shield was replaced on this date.

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

Defer

Correction Deadline: 5/4/2018

Corrected on 5/23/2018

Correction of the previous citation. The provider has repaired the fence to ensure no gaps are present, and the wood fence has been painted on this date.

Correction Deadline: 5/13/2018

**Corrected on 5/23/2018**

**Correction of the previous citations. The consultant observed the swings chains were replaced, and the black tiles were repositioned to prevent a tripping hazard. The provider will replace the two black tiles that are missing once the materials are received.**

**Defer**

The provider has received the materials to correct the repairs, but given the number of weather inclement days the work is still in progress. The provider stated, the standing water will be addressed by adding more dirt to build-up the surface before the mulch is added to ensure the areas along the sidewalks and around the basketball goal area don't pose a tripping hazard.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 5/4/2018**

**Policies and Procedures**

**591-1-1-.21 Operational Policies & Procedures**

**Met**

**Correction Deadline: 5/8/2018**

**Corrected on 5/23/2018**

**Correction of the previous citation. The emergency drill form indicated a fire drill was conducted in May 2018, and the next lockdown drill is scheduled for June 2018. The provider will ensure the emergency plans are reviewed by all staff by June 2018, and every six months thereafter.**

**Safety**

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

**Met**

**Correction Deadline: 5/4/2018**

**Corrected on 5/23/2018**

**Correction of the previous citation. The provider had the vehicle emergency forms for all children transported on this date.**

**Staff Records**

**Records Reviewed: 19**

**Records with Missing/Incomplete Components: 2**

|                          |     |
|--------------------------|-----|
| Staff # 1                | Met |
| Date of Hire: 01/30/2017 |     |
| Staff # 2                | Met |
| Date of Hire: 05/07/2018 |     |
| Staff # 3                | Met |
| Date of Hire: 02/23/2008 |     |
| Staff # 4                | Met |
| Date of Hire: 02/01/2013 |     |
| Staff # 5                | Met |
| Date of Hire: 07/28/2016 |     |

|  |         |
|--|---------|
| Staff # 6<br>Date of Hire: 12/04/2017  | Met     |
| Staff # 7<br>Date of Hire: 06/29/2015  | Met     |
| Staff # 8<br>Date of Hire: 07/10/2017  | Met     |
| Staff # 9<br>Date of Hire: 08/20/2014  | Met     |
| Staff # 10<br>Date of Hire: 08/25/2014 | Met     |
| Staff # 11<br>Date of Hire: 04/08/2016 | Met     |
| Staff # 12<br>Date of Hire: 01/31/2017 | Met     |
| Staff # 13<br>Date of Hire: 04/02/2018 | Met     |
| Staff # 14<br>Date of Hire: 08/01/2017 | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .24(1)-Education Experience Missing    |         |
| Staff # 15<br>Date of Hire: 11/14/2016 | Met     |
| Staff # 16<br>Date of Hire: 05/16/2018 | Met     |
| Staff # 17<br>Date of Hire: 05/03/2018 | Met     |
| Staff # 18<br>Date of Hire: 08/15/2016 | Not Met |
| <u>"Missing/Incomplete Components"</u> |         |
| .24(1)-Education Experience Missing    |         |
| Staff # 19                             | Met     |

Date of Hire: 05/07/2018

Staff Credentials Reviewed: 19

591-1-1-.09 Criminal Records Check(CR)

Met

Correction Deadline: 5/3/2018

Corrected on 5/23/2018

Correction of the previous citation. The provider has all background checks on file this date.

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

Met

Correction Deadline: 6/2/2018

Corrected on 5/23/2018

Correction of the previous citation. The provider had proof of current first aid/cpr for all staff on this date.

591-1-1-.33 Staff Training

Defer

Correction Deadline: 6/2/2018

Corrected on 5/23/2018

Correction of the previous citation. The provider had proof of health and safety training on this date.

Defer

The provider will ensure staff has the required 10 annual hours by December 2018.

POI (Plan of Improvement)

Previously Cited: The center will plan and schedule the required 10 hours of ongoing training each year and follow up to ensure the training is completed.

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 5/18/2018

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records two lead teachers did not have proof of credentials on file this date. The provider will either hire staff that meet the minimum academic requirement or ensure the current staff completes one of the required programs.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 5/31/2018

Recited on 5/23/2018