



**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: 3/20/2019 **VisitType:** Complaint Investigation Follow Up **Arrival:** 12:00 PM **Departure:** 4:45 PM

CCLC-3463

Appleton Early Learning Center

680 Fairburn Rd SW Atlanta, GA 30331 Fulton County
(404) 699-0765 appletonlearning@yahoo.com

Regional Consultant

Earlene Huston

Phone: (770) 359-4330

Fax: (770) 357-8899

earlene.huston@decals.ga.gov

Mailing Address
Same

Quality Rated: ★

Compliance Zone Designation		
03/20/2019	Complaint Investigation Follow Up	Good Standing
02/20/2019	Licensing Study	Good Standing
08/01/2018	Monitoring Visit	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 1R	Infants and One Year Olds	2	11	C	12	C	NA	NA	Snack,Nap
Main	B 2R	Two Year Olds	2	14	C	51	C	NA	NA	Nap
Main	C Rear Right	Three Year Olds	2	16	C	17	C	NA	NA	Nap
Main	D- Rear Left	Four Year Olds	1	11	C	44	C	NA	NA	Nap
Main	E- Front Left	Four Year Olds	1	5	C	12	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 136						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 136			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

Comments

The purpose of the visit was to complete the follow-up to the corrections of the previous citations.

Plan of Improvement: Developed This Date 03/20/2019

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.dec.state.ga.us/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.state.ga.us.

- 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.state.ga.us/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

Ramani Jackson, Program Official

Date

Earlene Huston, Consultant

Date



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

Findings Report

Date: 3/20/2019 **VisitType:** Complaint Investigation Follow Up **Arrival:** 12:00 PM **Departure:** 4:45 PM

CCLC-3463

Appleton Early Learning Center

680 Fairburn Rd SW Atlanta, GA 30331 Fulton County
(404) 699-0765 appletonlearning@yahoo.com

Mailing Address
Same

Regional Consultant

Earlene Huston
Phone: (770) 359-4330
Fax: (770) 357-8899
earlene.huston@decals.ga.gov

The following information is associated with a Complaint Investigation Follow Up:

	Facility
--	-----------------

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

Not Met

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on Consultant observation that one section of the ceiling plaster have water damage. Ceiling tiles in the C-Right Rear Classroom near the far right middle window have not been replaced from the water damage. According to owner, work is still being completed on the roof.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 3/29/2019

Recited on 3/20/2019

	Sleeping & Resting Equipment
--	---

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

Met

Correction Deadline: 2/20/2019

Corrected on 3/20/2019

.30(1)(b) - Consultant observed that all children age two and up were sleeping on covered mats.

	Staff Records
--	----------------------

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Date of Hire: 07/09/2018

Staff # 2 Met

Date of Hire: 10/12/2018

Staff # 3 Met

Date of Hire: 09/01/2016

Staff # 4 Met

Date of Hire: 08/06/2001

Staff # 5 Met

Date of Hire: 10/01/2018

Staff # 6 Met

Date of Hire: 08/06/2001

Staff # 7 Met

Date of Hire: 03/02/1985

Staff # 8 Met

Date of Hire: 11/05/2012

Staff # 9 Met

Date of Hire: 10/12/2018

Staff # 10 Met

Date of Hire: 06/09/1997

Staff # 11 Met

Date of Hire: 07/09/2018

Staff # 12 Met

Date of Hire: 02/28/2019

Staff # 13 Met

Date of Hire: 06/28/2000

Staff Credentials Reviewed: 13

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

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined that one of the staff persons present in the center lacked evidence of having submitted an application to the department for a records check and fingerprints to an authorized fingerprinting site as required.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - 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 ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will not employ staff whose does not have a satisfactory Criminal Records Check. The center will check staff records regularly to ensure the CRC rules are maintained.

Correction Deadline: 3/20/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on review of staff records that one staff person present in the center lacked evidence of having a valid and current Satisfactory Comprehensive Records Check Determination on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will not employ a staff prior to ensuring that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will check staff records regularly to ensure the CRC rules are maintained.

Correction Deadline: 3/20/2019

591-1-1-.24 Personnel Records**Not Met****Finding**

591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined that one staff person that left for nine months and return lacked an employment application and documentation that orientation had been completed.

POI (Plan of Improvement)

The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 3/25/2019