



**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:** 2/20/2019    **VisitType:** Licensing Study    **Arrival:** 8:00 AM    **Departure:** 10:45 AM

**CCLC-3463**

**Appleton Early Learning Center**

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

**Regional Consultant**

Michelle Smith

Phone: (404) 478-8183  
Fax: (678) 717-5636  
michelle.smith@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
02/20/2019	Licensing Study	Good Standing
08/01/2018	Monitoring Visit	Good Standing
01/29/2018	Licensing Study	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	Diapering, Feeding	
Main	B 2R	Two Year Olds	2	12	C	51	C	NA	NA	Breakfast	
Main	C Rear Right	Three Year Olds	1	12	C	17	C	NA	NA	Transitioning, Breakfast	
Main	D- Rear Left	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	18	C	44	C	NA	NA	Transitioning, Breakfast	
Main	E- Front Left		0	0	C	12	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			136			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 53			Total Capacity @35 sq. ft.: 136			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance

**Comments**

The purpose of this visit was to conduct a Licensing Study as follow up to visit conducted on August 1, 2018. Consultant discussed and reviewed report with Center Director on this date.

Plan of Improvement: Developed This Date 02/20/2019

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.

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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.state.ga.us](mailto: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.

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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).

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](mailto:qualityrated@dec.state.ga.us)

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Ramani Jackson, Program Official

Date

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Michelle Smith, Consultant

Date



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**Findings Report**

**Date:** 2/20/2019 **VisitType:** Licensing Study

**Arrival:** 8:00 AM

**Departure:** 10:45 AM

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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**

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

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

**N/A**

**Comment**

Center does not provide swimming activities.

**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)**

**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 has water damage, causing a water leak in the C-Right Rear Classroom near the far right middle window.

**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: 3/7/2019**

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

**Technical Assistance**

**Correction Deadline: 8/15/2018**

Corrected on 2/20/2019

.26(6) - Consultant did not observe any thorn bushes on the playground on this date.

**Technical Assistance**

591-1-1-.26(9) - Consultant discussed with Center Director to remove excessive sticks, and branches near the far right playground area. In addition to remove one (1) wheel barrel located near the red storage house.

**Correction Deadline: 2/20/2019**

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)**

**Technical Assistance**

**Comment**

Hand washing requirements for diapering were discussed with the director on this date.

**Technical Assistance**

591-1-1-.10(1) - Consultant discussed with Center Staff to use the ventilation fan while diapering each child.

**Correction Deadline: 2/20/2019**

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

**Met**

**Comment**

Staff were observed to remind children to wash hands.

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**591-1-1-.20 Medications(CR)**

**Met**

**Comment**

Documentation for medication dispensing observed complete.

<b>Safety</b>
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**591-1-1-.05 Animals**

**N/A**

**Comment**

Center does not keep animals on premises.

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

**Met**

**Comment**

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.13 Field Trips(CR)**

**Met**

**Comment**

Field trip documentation observed to be complete for a field trip on October 5, 2018.

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

**N/A**

**Comment**

Center does not provide routine transportation.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

**Not Met**

**Comment**

Consultant observed two (2) cribs to meet the Consumer Product Safety Commission (CPSC), and the American Society of Testing Materials International (ASTM) on this date.

**Finding**

591-1-1-.30(1)(b) requires that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two (2) years who can climb out of a crib. It was determined based on Consultant observation that one two-year-old child was sleep on the floor with one pillow for more than 20 minutes in the B- 2nd Right Classroom.

**POI (Plan of Improvement)**

The center will ensure that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two years who can climb out of a crib.

**Correction Deadline: 2/20/2019**

<b>Staff Records</b>
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**Records Reviewed: 10**

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

Staff # 1	Met
Date of Hire: 07/09/2018	
Staff # 2	Met
Date of Hire: 09/01/2016	
Staff # 3	Met
Date of Hire: 08/06/2001	
Staff # 4	Met
Date of Hire: 08/06/2001	
Staff # 5	Met
Date of Hire: 03/02/1985	
Staff # 6	Met
Date of Hire: 11/05/2012	
Staff # 7	Met
Date of Hire: 06/09/1997	
Staff # 8	Met
Date of Hire: 07/09/2018	
Staff # 9	Met
Date of Hire: 02/28/2019	
Staff # 10	Met
Date of Hire: 06/28/2000	

**Staff Credentials Reviewed: 10**

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

**Comment**

Based on consultant review of staff records it was determined that 10 out of the 10 staff records reviewed had a valid Satisfactory Comprehensive Criminal Records Check Determination letter on file.

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

**Correction Deadline: 8/1/2018**

**Corrected on 2/20/2019**

**.09(1)(i) - Consultant reviewed 10 staff records and found that 10 of the 10 staff records reviewed on this date had a valid Satisfactory Comprehensive Criminal Records Check Determination letter on file.**

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**591-1-1-.14 First Aid & CPR** **Technical Assistance**

**Technical Assistance**

591-1-1-.14 - Consultant discussed with Center Director to replace expired antibiotic ointment.

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**591-1-1-.33 Staff Training** **Met**

**Correction Deadline: 8/6/2018**

**Corrected on 2/20/2019**

**.33(1) - Consultant observed a completed employee orientation for staff hired.**

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**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.

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

**Comment**

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