



**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:** 4/2/2019    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 12:30 PM    **Departure:** 4:30 PM

**CCLC-30911**

**AppleGate Academy & Preschool (Jonesboro)**

9610 Deer Crossing Drive Jonesboro, GA 30236 Clayton County  
 (770) 629-5876 applegateacademy@comcast.net

**Regional Consultant**

Glecia Carter  
 Phone: (470) 316-2591  
 Fax: (678) 436-5372  
 glecia.carter@decal.ga.gov

**Mailing Address**  
 Same

**Quality Rated:**

<b>Compliance Zone Designation</b>		
04/02/2019	Complaint Investigation & Monitoring Visit	Deficient
04/02/2019	Complaint Closure	Good Standing
12/21/2018	Licensing Study	Support

**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	Rm A: 1st Left	Six Year Olds and Over	1	18	NC	14	NC	NA	NA	TV
Main	Rm B: 1st Right	Infants	2	10	C	12	C	NA	NA	Floor Play,Nap
Main	Rm C: 2nd Right	One Year Olds	1	8	C	11	C	NA	NA	Nap
Main	Rm D: 2nd Right (inside Rm C)	One Year Olds	1	6	C	11	C	NA	NA	Nap
Main	Rm E: 3rd Right	Two Year Olds	2	13	C	18	C	NA	NA	Nap
Main	Rm F: 4th Right	Infants	2	5	C	15	C	NA	NA	Nap
Main	Rm G: 2nd Left	Six Year Olds and Over	1	13	C	21	C	NA	NA	Free Play
Main	Rm H: 3rd Left	Two Year Olds	1	11	NC	15	C	NA	NA	Nap
Main	Rm I: 5th Right	Three Year Olds	1	12	C	20	C	NA	NA	Nap
Main	Rm J: 4th Left	Five Year Olds and Six Year Olds and Over and PreK	0	14	NC	21	C	NA	NA	Nap,Free Play
Main	Rm K: 6th Right		0	0	C	20	C	NA	NA	
Main	Rm L: 5th Left	Five Year Olds and Six Year Olds and Over and PreK	0	24	NC	25	C	NA	NA	Nap,Free Play

Total Capacity @35 sq. ft.: 203      Total Capacity @25 sq. ft.: 0

Total # Children this Date: 134    Total Capacity @35 sq. ft.: 203      Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (4+ Years)	33	C
Main	B (3+ Years)	74	C

**Comments**

Plan of Improvement: Developed This Date 04/02/2019

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/Regulations.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](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.

**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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Shannon Atchison, Program Official

Date

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Glecia Carter, Consultant

Date



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### Summary 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.

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

**Met**

**Comment**

Center does not provide swimming activities.

#### Facility

**591-1-1-.19 License Capacity(CR)**

**Not Met**

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation in classroom A there were 18 children present in a space licensed for 14 children.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 4/2/2019**

**Recited on 4/2/2019**

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

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation in classroom J there were two unlocked cabinets with cleaning supplies and a staff bag.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 4/3/2019**

**Recited on 4/2/2019**

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

**Not Met**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on the consultant's observation that there was exposed concrete near the sidewalks and chipping paint on the Green Merry Go Round and the Purple Car on Playground B. There was also an exposed 3-4 inch nail with sharp rotted wood border on the Infant and Toddler Playground.

**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: 4/12/2019**

**Food Service**

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

**Met**

**Correction Deadline: 12/21/2018**

**Corrected on 4/2/2019**

**Observed previous citation was corrected.**

**Health and Hygiene**

**591-1-1-.10 Diapering Areas & Practices(CR)**

**Met**

**Comment**

Proper diapering procedures observed.

**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**

The Provider currently does not dispense/administer medication.

**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that a second check was not completed and signed by staff on Friday, March 29, 2019 at 8:00 for transportation to Eddie White Elementary School.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 4/2/2019**

**Sleeping & Resting Equipment**

**Comment**

Pleasant naptime environment observed.

**Staff Records**

**Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

**Finding**

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that there was a staff:child ratio of 1:11 in classroom H, ages two years. Two staff were needed to meet requirements.

**POI (Plan of Improvement)**

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

**Correction Deadline: 4/2/2019**

**Finding**

591-1-1-.32(2) requires the Center maintain Staff:child ratios in mixed-age groups based on the age of the youngest group of children that includes more than twenty percent of the total number of children in the mixed-age group. It was determined based on observation that there was a staff:child ratio of 0:14 in classroom J for a group of children that included 4 four year olds, 2 five year olds and 8 six years and older. In addition, there was a staff:child ratio of 0:24 in classroom L for a group of children that included 8 four year olds, 4 five year olds and 12 six years and older. One staff person was needed in classroom J and two staff persons were needed in classroom L to meet requirements.

**POI (Plan of Improvement)**

The Center will provide adequate staff when there is a mixed-age group.

**Correction Deadline: 4/2/2019**

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**591-1-1-.32 Supervision(CR)****Not Met****Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on the consultant's observation that in Classroom J there were 14 children with no staff available and in classroom L there was 24 children with no staff to monitor.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 4/2/2019**