



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: 5/24/2017 **VisitType:** Monitoring Visit **Arrival:** 2:55 PM **Departure:** 5:05 PM

CCLC-33016

Leapfrog Academy of Excellence

6400 Shannon Parkway Union City, GA 30291 Fulton County
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Regional Consultant

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Mailing Address

3740 Flat Shoals Road
 Union City, GA 30291

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.
05/24/2017	Monitoring Visit	Good Standing	
12/09/2016	Licensing Study	Good Standing	
03/30/2016	Licensing Study	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
Building 2	Classroom A-1		0	0	C	34	C	47	C	Not In Use
Total Capacity @35 sq. ft.:			34		Total Capacity @25 sq. ft.: 76					
Main	A Left	Six Year Olds and Over	1	24	C	21	NC	30	C	Homework, Transitioning
Main	B Right	Six Year Olds and Over	1	19	C	10	NC	15	NC	Homework, Transitioning
Main	C Middle	Five Year Olds	1	18	C	11	NC	15	NC	Transitioning, Homework
Total Capacity @35 sq. ft.:			42		Total Capacity @25 sq. ft.: 76					
Total # Children this Date: 61			Total Capacity @35 sq. ft.: 76		Total Capacity @25 sq. ft.: 76					


Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside	35	C

Comments

The purpose of this visit is to conduct a monitoring visit and follow-up to the visit conducted on December 9, 2016.

Plan of Improvement: To Be Submitted 06/07/2017

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. You are encouraged not to wait and to complete the process as soon as possible.



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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)

Latisha Lett, Program Official	Date	Jennifer Bailey, Consultant	Date
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Findings Report

Date: 5/24/2017 **VisitType:** Monitoring Visit **Arrival:** 2:55 PM **Departure:** 5:05 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on observation that the lesson plans at the center were not available.

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Correction Deadline: 5/24/2017

Recited on 5/24/2017

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

N/A

Comment

No Swimming Activities Provided

Facility

Finding

591-1-1-.19(2) allows the Center to provide 25 square feet of usable space per child for a specified two hour period or two 1 hour periods per day for children three years and older in their assigned room/area. It was determined based on observation the center cared for eighteen children in a space that was licensed for fifteen children in classroom C Middle, and nineteen children in a space that was licensed for fifteen children in classroom B Right.

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Correction Deadline: 5/24/2017

Recited on 5/24/2017

Finding

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on observation that unsafe storage of materials dangerous to children was observed as follows: a mop bucket and cleaning supplies were accessible in the restroom area in classroom C Middle.

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Correction Deadline: 5/24/2017

Finding

591-1-1-.25(3) requires that the Center and surrounding premises be clean, free of debris and in good repair. It was determined based on observation that the center did not meet this requirement based on the following:

- the door to room B Right was observed to have peeling wood
- a hole in the wall under the bookbags on the left side of the classroom in room A Left
- several holes on the back wall in room B Right
- a strong odor in the Director's office and front of the center was observed as well as the path to the outdoor playground. Per the Director, there may be a sewage issue and the center will be getting it looked at.
- chipping paint was observed throughout the center in each classroom as well as the restrooms
- the floors and walls throughout the center presented signs of debris and need to be cleaned

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Correction Deadline: 6/7/2017

Recited on 5/24/2017

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

Not Met

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the fence surrounding the outdoor play area presented the following potential hazards:

- on the back left side of the fence the bottom has become detached and curled; posing a four inch entrapment hazard
- the gate on the middle right side of the playground is broken and leaning
- the fence on the right side by the building has become disconnected and has many exposed edges and wires along with leaning poles

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Correction Deadline: 6/7/2017

Recited on 5/24/2017

Finding

591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. It was determined based on observation that the following hazards were observed:

- broken glass was observed in a pile on the outdoor play area accessible to children
- a small black wire was observed across the path to the outdoor play area with frayed areas
- a gray pipe was observed on the back right side of the outdoor play area posing a potential tripping hazard
- litter and trash was observed throughout the outdoor play area and path

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Correction Deadline: 6/7/2017

Recited on 5/24/2017

Health and Hygiene

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

N/A

Comment

Not licensed for diapered children; school-age program.

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

Met

Comment

Discussed handwashing with staff; staff stated proper knowledge.

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

N/A

Comment

No medications dispensed at the Center.

Safety

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

Met

Comment

Observed-Positive Learning Environment

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

Not Evaluated

Comment

No Field Trips at This Time

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

Not Evaluated

Comment

Vehicles/transportation not evaluated on this date due to transportation routes occurring during time of visit and the paperwork being on the vehicles.

Sleeping & Resting Equipment

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

Met

Comment

Not licensed for infants; school-age program only.

Staff Records**Records Reviewed: 7****Records with Missing/Incomplete Components: 1**

Staff # 3

Not Met

Date of Hire: 10/01/2013

"Missing/Incomplete Components"

.33(4)-Food Prep Training Missing 4 hrs.

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

Met

Comment

Observed fingerprint clearance letters on file for all staff.

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24 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 information noted in 591-1-1-.24(a-h). It was determined based on staff statement that one former employee/volunteer did not have a file on site.

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Correction Deadline: 5/29/2017

591-1-1-.33 Staff Training

Not Met

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Correction Deadline: 12/16/2016

Corrected on 5/24/2017

.33(1)(a)-(l) - Previous citation corrected on this date in that orientation was observed in Employee files.

Finding

591-1-1-.33(3) requires the Director and person with primary responsibility for food preparation to have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review of staff records that there was no documentation to show required food and nutrition training for the center's cook.

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Correction Deadline: 6/7/2017

Recited on 5/24/2017

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Adequate Supervision