



**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:** Licensing Study    **Arrival:** 9:15 AM    **Departure:** 3:00 PM

**CCLC-894**

**La Petite Academy - Lee**

1806 Lee Rd. Lithia Springs, GA 30122 Douglas County  
 (770) 732-8827 7415@lapetite.com

**Regional Consultant**

Patty Malone

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 coty.cummings@decal.ga.gov

**Mailing Address**

Same

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
05/24/2017	Licensing Study	Good Standing	
11/15/2016	Monitoring Visit	Good Standing	
05/06/2016	Incident Investigation	Good Standing	

  

<b>Good Standing</b>	- Program is demonstrating an acceptable level of performance in meeting the rules.
<b>Support</b>	- Program performance is demonstrating a need for improvement in meeting rules.
<b>Deficient</b>	- 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	Room A - 1L	Two Year Olds and Three Year Olds	2	10	C	15	C	NA	NA	Centers
Main	Room B - 2nd Left	PreK	2	15	C	33	C	33	C	Centers
Main	Room C - 3rd Left	Three Year Olds	1	14	C	20	C	NA	NA	Centers
Main	Room D - 3rd Right	PreK	1	10	C	31	C	31	C	Centers
Main	Room E - 2nd Right	Infants and One Year Olds	1	5	C	10	C	NA	NA	Floor Play
Main	Room F - 1st Right	One Year Olds and Two Year Olds	2	12	C	16	C	NA	NA	Centers
Main	Room G - Front Center	Four Year Olds and Five Year Olds	1	11	C	21	C	21	C	Centers
					Total Capacity @35 sq. ft.: 146		Total Capacity @25 sq. ft.: 146			
Total # Children this Date: 77			Total Capacity @35 sq. ft.: 146			Total Capacity @25 sq. ft.: 146				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Area A - Infant	3	C
Main	Area B - Toddler Yard	17	C
Main	Area C - Lower Yard	56	C

**Comments**

Plan of Improvement: Developed This Date 05/24/2017

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](http://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](mailto: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)

Olythia Ford, Program Official

Date

Patty Malone, Consultant

Date



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### Findings Report

**Date:** 5/24/2017    **VisitType:** Licensing Study    **Arrival:** 9:15 AM    **Departure:** 3:00 PM

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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**

Observed-Variety Throughout Center

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

**N/A**

**Comment**

No Swimming Activities Provided

**Children's Records**

**591-1-1-.08 Children's Records**

**Technical Assistance**

**Technical Assistance**

591-1-1-.08 - The consultant discussed the required documentation for children's files.

**591-1-1-.23 Parental Authorization**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

**Facility**

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

**Not Met**

**Finding**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. It was determined based on observation that a staff member's purse was hanging on the side of a cabinet and accessible to children in care in classroom B.

**POI (Plan of Improvement)**

To ensure the safe storage of hazardous items, the center will store all potentially hazardous items out of reach of children in care.

**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 there was no cover for the light leaving the light bulbs exposed in the left bathroom in classroom B . Additionally, there were protruding bolts exposed and without a cover at the base of the toilets in the bathrooms in classroom D and classroom F.

**POI (Plan of Improvement)**

To ensure the cleanliness, sanitation and safety of the environment, the center will cover the uncovered light and cover the exposed bolts in the bathrooms.

**Correction Deadline: 6/7/2017**

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

**Not Met**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that the blue, red, and yellow slide structure on the upper play area had chipping paint, and the red and yellow slide structure as well as the posts on the blue shaded structure on the lower play area all had chipping paint.

**POI (Plan of Improvement)**

The Center will repaint the equipment with chipping paint.

**Correction Deadline: 6/7/2017**

**Food Service**

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

**Met**

**Comment**

Menu Meets USDA Guidelines

**591-1-1-.18 Kitchen Operations**

**Met**

**Comment**

Kitchen Appears Clean/Well Organized

**Health and Hygiene**

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

**Met**

**Comment**

Staff Stated Proper Knowledge

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

**Not Met**

**Comment**

Observed-Proper Hand Washing Throughout

**Finding**

591-1-1-.17(6) requires that garbage and organic waste be stored and disposed of as follows: 1) containers are plastic lined, 2) containers have tight-fitting covers, and 3) trash/garbage is removed from the building daily or as necessary. It was determined based on observation that the center had two bags of trash located on the playground and not stored in trash containers.

**POI (Plan of Improvement)**

To ensure good sanitation for the storage and disposal of garbage/organic waste, the center will store all trash in trash containers with tight-fitting covers.

**Correction Deadline: 5/24/2017**

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

N/A

**Comment**

The director stated that the center has not administered any medications since the last visit.

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**Policies and Procedures**

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

Met

**Comment**

591-1-1-.21(3) - The consultant observed documentation of the required emergency drills.

**Correction Deadline: 5/29/2017**

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**Safety**

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**591-1-1-.05 Animals**

N/A

**Comment**

No Animals Kept

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

Met

**Comment**

Observed-Positive Learning Environment

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

N/A

**Comment**

No Field Trips at This Time

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

Met

**Correction Deadline: 11/16/2016**

**Corrected on 5/24/2017**

.36(7)(c)2. - This citation was observed to be corrected on this date.

**Correction Deadline: 11/16/2016**

**Corrected on 5/24/2017**

.36(7)(c)3. i-iii - This citation was observed to be corrected. The consultant observed complete transportation documentation.

**Correction Deadline: 11/16/2016**

**Corrected on 5/24/2017**

.36(7)(d) - This citation was observed to be corrected on this date.

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**Sleeping & Resting Equipment**

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

Met

**Comment**

Staff stated proper SIDS practices.

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**Staff Records**

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Staff # 1	Not Met
Date of Hire: 03/21/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-1st Yr. Training - 10 hrs.	
Staff # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.24(d)-Evidence of Orientation Missing	
Staff # 7	Not Met
Date of Hire: 08/13/2013	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 8	Not Met
Date of Hire: 08/22/2016	
<u>"Missing/Incomplete Components"</u>	
.24(d)-Evidence of Orientation Missing	
Staff # 9	Not Met
Date of Hire: 10/03/2011	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 12	Not Met
Date of Hire: 03/31/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-1st Yr. Training - 10 hrs.	
Staff # 16	Not Met
Date of Hire: 05/03/2017	
<u>"Missing/Incomplete Components"</u>	
.24(d)-Evidence of Orientation Missing	
Staff # 18	Not Met
Date of Hire: 08/24/2016	
<u>"Missing/Incomplete Components"</u>	
.24(d)-Evidence of Orientation Missing	
Staff # 19	Not Met
Date of Hire: 02/04/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-1st Yr. Training - 10 hrs.,.09-Criminal Records Check Missing	

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**591-1-1-.09 Criminal Records Check(CR)****Not Met****Comment**

The consultant reviewed nineteen staff files. A 1-day letter was left at the center on this date.

**Finding**

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on a review of records that the center had two employees hired prior to January 1, 2014 with satisfactory local criminal record checks, but no satisfactory fingerprint determination letter.

**POI (Plan of Improvement)**

The center will have the two employees leave the center and not allow them at the center while children are present until they receive a satisfactory fingerprint determination letter from the department.

**Correction Deadline: 5/24/2017****Finding**

591-1-1-.09(1)(i) requires that if the Center accept a satisfactory determination letter issued by the Department for a potential Director or Employee as evidence of that individual's Satisfactory Records Check Determination, the Records Check Clearance Date must be within the preceding 12 months from the hire date, and the Center does not know or reasonably should not know that the individual's satisfactory status has not changed. It was determined based on a review of records that the center had one employee with a satisfactory fingerprint determination letter dated more than twelve months prior to the hire date.

**POI (Plan of Improvement)**

The center will not allow the staff member to return to the center while children are present until a current satisfactory fingerprint determination letter is received from the department.

**Correction Deadline: 5/24/2017**

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**591-1-1-.14 First Aid & CPR****Met****Comment**

Observed-50% Certified First Aid & CPR

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

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. it was determined based on a review of records that the center did not have documentation of an Orientation for four employees.

**POI (Plan of Improvement)**

The center will ensure that documentation of orientation is on file.

**Correction Deadline: 6/7/2017**

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**591-1-1-.33 Staff Training****Not Met**

**Finding**

591-1-1-.33(3)(a)-(b) requires that training required in the first year of employment include at least four clock hours in any of the following: a) disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and b) two clock hours in identifying, reporting, and meeting the needs of abused, neglected or deprived children. It was determined based on a review of records that the center had three employees without the required six hours of training in the required areas during the first year of employment.

**POI (Plan of Improvement)**

The center will plan and schedule training and follow up to ensure that direct care staff complete the required hours of training in the required subjects.

**Correction Deadline: 6/23/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Comment**

Observed-Adequate Supervision