



**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:** 11/7/2017    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 1:30 PM

**CCLC-30911**

**AppleGate Academy & Preschool (Jonesboro)**

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

**Regional Consultant**

Ashley Cunningham  
 Phone: (866) 374-9389  
 Fax: (866) 375-0880  
 Ashley.Cunningham@dec.al.ga.gov

**Mailing Address**  
 Same

**Quality Rated:**

<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.
11/07/2017	Licensing Study	Good Standing	
05/08/2017	Complaint Investigation Follow Up	Good Standing	
05/08/2017	Complaint Closure	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	Rm A: 1st Left	Six Year Olds and Over	1	4	C	14	C	NA	NA	Homework
Main	Rm B: 1st Right	Infants	1	5	C	12	C	NA	NA	Free Play, Feeding
Main	Rm C: 2nd Right	One Year Olds	1	8	C	11	C	NA	NA	Art
Main	Rm D: 2nd Right (inside Rm C)	One Year Olds	1	7	C	11	C	NA	NA	Art
Main	Rm E: 3rd Right	Two Year Olds	2	17	C	18	C	NA	NA	TV
Main	Rm F: 4th Right	Infants and One Year Olds	2	8	C	15	C	NA	NA	Free Play
Main	Rm G: 2nd Left	Five Year Olds and Six Year Olds and Over	1	10	C	21	C	NA	NA	Music
Main	Rm H: 3rd Left	Two Year Olds	2	10	C	15	C	NA	NA	Free Play
Main	Rm I: 5th Right	Three Year Olds	2	17	C	20	C	NA	NA	Circle Time
Main	Rm J: 4th Left	Four Year Olds	1	15	C	21	C	NA	NA	Outside
Main	Rm K: 6th Right	PreK	2	19	C	20	C	NA	NA	Outside
Main	Rm L: 5th Left	Four Year Olds and Five Year Olds	2	16	C	25	C	NA	NA	Transitioning
					Total Capacity @35 sq. ft.: 203	Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 136					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
Main	C (Infants/Toddlers)	42	C

## Comments

Plan of Improvement: Developed This Date

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.

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@decals.ga.gov](mailto:CCSRefutations@decals.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://decals.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)



### Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

Shannon Atchison, Program Official

Date

Ashley Cunningham, 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:** 11/7/2017    **VisitType:** Licensing Study    **Arrival:** 10:00 AM    **Departure:** 1:30 PM

#### CCLC-30911

#### AppleGate Academy & Preschool (Jonesboro)

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

#### Regional Consultant

Ashley Cunningham  
Phone: (866) 374-9389  
Fax: (866) 375-0880  
Ashley.Cunningham@decals.ga.gov

**Mailing Address**  
Same

The following information is associated with a Licensing Study:

### 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 rooms C/D did not have current lesson plan available.

##### POI (Plan of Improvement)

The Center will keep current lesson plans on site that include appropriate instruction practices and activities and will have sufficient and varied play and learning equipment and materials to support the activities.

**Correction Deadline: 11/7/2017**

##### Technical Assistance

591-1-1-.03(7)(a) - Please ensure to provide at least one hour of daily outside play for infants weather permitted. Staff stated to consultant that infants do not go outside. Consultant suggested using crib to transport the children outside and taking a large blanket outside of the children to sit/lay on.

**Correction Deadline: 11/7/2017**

#### 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****Met****Comment**

Observed-Records Complete/Well Organized

**Facility**

---

**591-1-1-.06 Bathrooms****Met****Comment**

Observation-Clean and Well Maintained

---

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

Licensed Capacity Routinely Met

---

**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Technical Assistance**

591-1-1-.25(3) - Please be mindful of the peeling vinyl on the brown dramatic play furniture. Consultant observed some chairs to began to peel but there was no exposed foam.

**Correction Deadline: 11/7/2017****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 observation that one room had a hole in the wall by the bathroom door with exposed drywall.

**POI (Plan of Improvement)**

The Center will have the hole in the wall repaired or cover it.

**Correction Deadline: 11/7/2017**

---

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

Observation-Clean/Good Repair

**Health and Hygiene**

---

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

Diapering requirements discussed

**Comment**

Observed-Proper Diapering

**Comment**

Staff Stated Proper Knowledge

---

**591-1-1-.17 Hygiene(CR)****Technical Assistance****Comment**

Proper Hand Washing Discussed Throughout

**Technical Assistance**

591-1-1-.17(7) - Please ensure that infant staff are washing children hands after each diaper change.

**Correction Deadline: 11/7/2017**

---

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

Medication is not dispensed.

---

**Policies and Procedures**

---

---

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

591-1-1-.21(3) - Updated Fire Drill Form and Emergency Response Plan were discussed.

**Correction Deadline: 11/12/2017**

---

**Safety**

---

---

**591-1-1-.05 Animals****N/A****Comment**

No Animals Kept

---

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

Observed-Positive Learning Environment

---

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

Observed-Complete Documentation

---

**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on observation of staff files that all driver and the director had expired transportation training on file.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training yearly or every two years for the date taken.

**Correction Deadline: 11/17/2017**

---

**Sleeping & Resting Equipment**

---

---

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

Discussed-SIDS/Infant Sleeping Position

---

**Staff Records**

---

**Comment**

Criminal Records Check complete. Directors who completed a fingerprint prior to January 1, 2014 will no longer have until January 1, 2019 to renew their Fingerprint. With the new federal mandate, everyone must have a Comprehensive Background Check on file by October 1, 2018. If you have question please contact the Records Unit at 1 (855) 884 7444.

**Correction Deadline: 5/9/2017****Corrected on 11/7/2017****.09(1)(e) - Previous citation corrected.**

---

**591-1-1-.14 First Aid & CPR****Not Met****Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on observation of staff files that the center did not have at least 50% of staff with current first aid/CPR.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 12/7/2017****Finding**

591-1-1-.14(1)(a) requires, in a Center that provides transportation, that either the driver or another Staff person present on the vehicle have current evidence of successful completion of a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid offered by certified or licensed health care professionals or trainers and which dealt with the provision of emergency care to infants and children. It was determined based on observation of staff files that divers had expired CPR/First aid on file.

**POI (Plan of Improvement)**

The Center will verify proof of CPR/1st aid training and schedule Staff so that there is always a staff person on the vehicle with this training.

**Correction Deadline: 11/7/2017**

---

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

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on observation of staff files that some staff did not complete ten hours of annual training for 2016.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 12/31/2017**

---

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

**Met**

**Comment**

591-1-1-.31(13) - Staff in compliance with all applicable laws and regulations in that no criminal act, as defined under Georgia law, has been committed in the presence of the children enrolled.

**Correction Deadline: 11/7/2017**

<b>Staffing and Supervision</b>
---------------------------------

---

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

**Correction Deadline: 5/8/2017**

**Corrected on 11/7/2017**

**.32(1) - Previous citation corrected**

---

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

**Met**

**Comment**

Observed-Adequate Supervision