



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: 12/12/2018 **VisitType:** Monitoring Visit

Arrival: 3:30 PM

Departure: 5:35 PM

CCLC-33016

Leapfrog Academy of Excellence

6400 Shannon Parkway Union City, GA 30291 Fulton County
 (770) 306-7333 latishalettleapfrogacademies@yahoo.com

Regional Consultant

Princess Walton

Phone: (770) 357-7030

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princess.walton@decal.ga.gov

Mailing Address

3740 Flat Shoals Road
 Union City, GA 30291

Quality Rated: No

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.
12/12/2018	Monitoring Visit	Good Standing	
04/16/2018	Monitoring Visit	Good Standing	
12/15/2017	Licensing Study	Good Standing	

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
Building 2	Classroom A-1		0	0	C	34	C	47	C	
Total Capacity @35 sq. ft.:			34		Total Capacity @25 sq. ft.: 76					
Main	A Left	Six Year Olds and Over	3	27	C	21	NC	30	C	Centers, Homework, Circle Time
Main	B Right	Six Year Olds and Over	1	21	C	10	NC	15	NC	Homework, Circle Time
Main	C Middle	Five Year Olds and Six Year Olds and Over	1	11	C	11	C	15	C	Homework
Total Capacity @35 sq. ft.:			42		Total Capacity @25 sq. ft.: 76					
Total # Children this Date:			59		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 to follow-up to previous visit.

Plan of Improvement: Developed This Date 12/12/2018

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.

- 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

Latisha Lett, Program Official

Date

Princess Walton, Consultant

Date



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Findings 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

Consultant observed activities 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 consultant observation that the classroom on the right was observed to have 21 children that's licensed for 10 and 15 during the hours of 3:15 p.m. to 5:15 p.m.

POI (Plan of Improvement)

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

Correction Deadline: 12/12/2018

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

Met

Comment

No hazards observed accessible to children on this date.

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 consultant's observation that the fence surrounding the outdoor play area presented the following potential hazards: The fence on the right side by the building has become disconnected and has many exposed edges and wires along with detached leaning poles.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 12/12/2018**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 consultant's observation that the fence surrounding the outdoor play area presented the following potential hazards: 1. On the back left side there were three 7 inches deep holes in the ground. 2. Consultant observed several pieces of discarded wood with nails in the playground area.

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: 12/12/2018

Health and Hygiene

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

After school program no children enrolled in the program in diapers.

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**

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

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

591-1-1-.36(1)(a) requires that transportation rules apply to all transportation provided by the licensee or on behalf of the licensee, regardless of whether the person is employed by the licensee or if a fee is charged or not. It was determined based on consultant observation that children were observed to be dropped off at the center by another license center for Leap Frog. The center did not have any documentation for transportation.

POI (Plan of Improvement)

The center will apply these rules to all transportation provided by or on behalf of the licensee/center.

Correction Deadline: 12/17/2018

Sleeping & Resting Equipment

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

Met

Comment

After school program children are enrolled a couple of hours in the program.

Staff Records

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

Met

Comment

Criminal record checks were observed to be complete.

591-1-1-.14 First Aid & CPR

Technical Assistance

Technical Assistance

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.

Correction Deadline: 1/11/2019

Correction Deadline: 4/16/2018

Corrected on 12/12/2018

.14(1)(a) - Previous citation was corrected. Consultant observed driver to have a CPR First-Aid.

591-1-1-.33 Staff Training

Technical Assistance

Technical Assistance

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task.

Correction Deadline: 12/12/2018

Technical Assistance

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment.

Correction Deadline: 1/11/2019

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

Met

Correction Deadline: 4/16/2018

Corrected on 12/12/2018

.31(1)(b)2. - Previous citation was corrected.

Staffing and Supervision

Comment

Center observed to maintain appropriate staff:child ratios.

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 consultant observation that five children were observed to exit off the Leap frog academy bus and enter the building with no adult supervision. No adult came to the door to receive the children.

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: 12/12/2018