



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: 6/11/2019 **VisitType:** Licensing Study

Arrival: 9:20 AM

Departure: 1:00 PM

CCLC-1583

The Learning Tree Academy

1661 Fernside Dr. Toccoa, GA 30577 Stephens County
 (706) 886-9900 thelearningtreeacademy@gmail.com

Regional Consultant

Malissa Champion

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Mailing Address

Same

Quality Rated: ★ ★ ★

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.
06/11/2019	Licensing Study	Good Standing	
12/28/2018	Licensing Study	Good Standing	
05/08/2018	Incident Investigation Closure	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 1	1L	Two Year Olds	2	7	C	22	C	NA	NA	Free Play
Building 1	1R	Three Year Olds	2	10	C	22	C	NA	NA	Centers
Building 1	2L	Two Year Olds	2	10	C	22	C	NA	NA	Outside
Building 1	2R	Three Year Olds	2	10	C	23	C	NA	NA	Free Play
Building 1	Cafeteria		0	0	C	32	C	NA	NA	
Total Capacity @35 sq. ft.: 121			Total Capacity @25 sq. ft.: 0							
Building 2	1L back	Infants and One Year Olds	2	7	C	10	C	NA	NA	Free Play
Building 2	1L front	One Year Olds	3	9	C	18	C	NA	NA	Free Play, Diapering
Building 2	1R	Infants	2	9	C	14	C	NA	NA	Floor Play, Nap, Feeding
Total Capacity @35 sq. ft.: 42			Total Capacity @25 sq. ft.: 0							
Building 3	Downstairs-1L	Four Year Olds	2	12	C	20	C	NA	NA	Field Trip
Building 3	Downstairs-2L	Four Year Olds	2	12	C	18	C	NA	NA	Centers
Building 3	Gym		0	0	C	62	C	NA	NA	

Building 3	Media Center		0	0	C	13	C	NA	NA	
Building 3	Upstairs 1L	Five Year Olds and Six Year Olds and Over	2	8	C	19	C	NA	NA	Outside
Building 3	Upstairs- 1R	Six Year Olds and Over	4	23	C	39	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 171			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 117			Total Capacity @35 sq. ft.: 334				Total Capacity @25 sq. ft.: 0			

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Playground A-Rt side	102	C
Building 1	Playground B-Middle	70	C
Building 1	Playground C-Left side	56	C
Building 2	Playground-Infant	32	C
Building 2	Screened Porch	6	C
Building 3	Playground	75	C

Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit conducted on December 28, 2018.

Plan of Improvement: Developed This Date 06/11/2019

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.al.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://dec.al.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Logan Herring-Harris, Program Official

Date

Malissa Champion, Consultant

Date



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Findings Report

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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

A variety of equipment and toys were observed throughout the center.

Correction Deadline: 12/28/2018

Corrected on 6/11/2019

.12(3) - The previous citation was observed to be corrected on this date. Consultant observed that all children's chairs were placed appropriately on the floor and were not stacked on this date.

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

Met

Comment

Pool not in use at this time, gates observed locked.

Comment

Swimming rules discussed.

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

Child # 6

Met

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

Records were observed to be complete and well organized.

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

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

Correction Deadline: 12/28/2018**Corrected on 6/11/2019****.25(13) - The previous citation was observed to be corrected on this date. The consultant observed all hazardous items stored in a locked container and/or cabinet on this date.****591-1-1-.26 Playgrounds(CR)****Technical Assistance****Technical Assistance**

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

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

Proper hand washing observed throughout the center.

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

591-1-1-.20 - Discussed proper medication documentation and procedures.

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

Program observed complete emergency drills

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

591-1-1-.11 - Please be mindful of voice tone in redirecting children.

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

Field trip documentation observed to be complete.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

Finding

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row. It was determined based on observation that cribs in Building 2 Classroom 1 R and Building 2 Classroom 1L Back were not spaced 12 inches apart on this date.

POI (Plan of Improvement)

The Center will arrange and place sleeping and resting equipment according to the requirements in the rule; will train Staff; and will monitor for continued compliance.

Correction Deadline: 6/11/2019

Staff Records

Records Reviewed: 44

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 03/13/2018	
Staff # 2	Met
Date of Hire: 05/09/2018	
Staff # 3	Met
Date of Hire: 03/19/2008	
Staff # 4	Met
Date of Hire: 05/16/2019	
Staff # 5	Met
Date of Hire: 10/02/2017	
Staff # 6	Met
Date of Hire: 02/02/2016	
Staff # 7	Met
Date of Hire: 08/01/2018	
Staff # 8	Met
Date of Hire: 05/01/2018	
Staff # 9	Met
Date of Hire: 10/13/2015	
Staff # 10	Met
Date of Hire: 05/15/2017	

Staff # 11 Date of Hire: 05/20/2019	Met
Staff # 12 Date of Hire: 01/02/2017	Met
Staff # 13 Date of Hire: 05/16/2019	Met
Staff # 14 Date of Hire: 06/23/2016	Met
Staff # 15 Date of Hire: 04/12/2017	Met
Staff # 16 Date of Hire: 07/28/2016	Met
Staff # 17 Date of Hire: 05/16/2019	Met
Staff # 18 Date of Hire: 08/10/2009	Met
Staff # 19 Date of Hire: 04/16/2007	Met
Staff # 20 Date of Hire: 03/16/2018	Met
Staff # 21 Date of Hire: 05/16/2019	Met
Staff # 22 Date of Hire: 07/20/2015	Met
Staff # 23 Date of Hire: 04/03/2018	Met
Staff # 24 Date of Hire: 08/20/2015	Met
Staff # 25 Date of Hire: 06/25/2018	Met

Staff # 26 Date of Hire: 04/10/2015	Met
Staff # 27 Date of Hire: 07/23/2018	Met
Staff # 28 Date of Hire: 12/05/2016	Met
Staff # 29 Date of Hire: 05/07/2018	Met
Staff # 30 Date of Hire: 08/16/2010	Met
Staff # 31 Date of Hire: 05/14/2019	Met
Staff # 32 Date of Hire: 08/26/2008	Met
Staff # 33 Date of Hire: 07/15/2015	Met
Staff # 34 Date of Hire: 05/15/2017	Met
Staff # 35 Date of Hire: 08/16/2018	Met
Staff # 36 Date of Hire: 07/21/2010	Met
Staff # 37 Date of Hire: 04/18/2016	Met
Staff # 38 Date of Hire: 05/05/2014	Met
Staff # 39 Date of Hire: 08/23/2012	Met
Staff # 40 Date of Hire: 08/01/2012	Met

Records Reviewed: 44

Records with Missing/Incomplete Components: 0

Staff # 41 Date of Hire: 05/09/2016	Met
Staff # 42 Date of Hire: 02/21/2014	Met
Staff # 43 Date of Hire: 01/15/2008	Met
Staff # 44 Date of Hire: 03/20/2017	Met

Staff Credentials Reviewed: 44

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 12 files for employees hired since last visit on December 28, 2018.

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

Comment

Complete first aid kits observed in center and on vehicles.

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required staff training.

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

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Comment

Center observed to maintain appropriate staff:child ratios.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.