



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: 1/23/2019 **VisitType:** Monitoring Visit **Arrival:** 11:15 AM **Departure:** 3:15 PM

CCLC-1621

Apostles Lutheran Day School

6025 Glenridge Drive NE, Bldg. C Atlanta, GA 30328 Fulton County
 (404) 256-3091 paige@apostleslearning.com

Regional Consultant

Lajuana Williams

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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.
01/23/2019	Complaint Closure	Good Standing	
01/23/2019	Complaint Investigation & Monitoring Visit	Good Standing	
01/07/2019	Monitoring Visit	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
Main	1L:106 - Fellowship Hall	Infants	2	5	C	10	C	NA	NA	Feeding,Nap
Main	1L:A - 103	Two Year Olds and Three Year Olds	2	16	C	21	C	NA	NA	Transitioning,Lunch
Main	1R:C - 106	Three Year Olds and Four Year Olds	3	15	C	21	C	NA	NA	Lunch,Transitioning
Main	2L:104 - Fellowship Hall	Infants	2	6	C	8	C	NA	NA	Floor Play
Main	2L:B - 105	Two Year Olds	3	15	C	16	C	NA	NA	Lunch
Main	2R:D - 108	One Year Olds and Two Year Olds	4	11	C	16	C	NA	NA	Lunch
Main	B 103	One Year Olds	2	4	C	11	C	NA	NA	Nap,Diapering
Main	UP:1L - 203/205	PreK	1	17	C	22	C	NA	NA	Nap
Main	UP:1R - 202/204	PreK	2	21	C	22	C	NA	NA	Nap,Transitioning
Main	UP:2L - 207		0	0	C	17	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 164			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 110			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	I: Older	37	C
Main	II: Toddler	24	C

Comments

Plan of Improvement: Developed This Date 01/23/2019

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/RuleAndRegulations.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.decal.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@decal.ga.gov

Paige Dorley, Program Official

Date

Lajuana Williams, 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

Equipment and furniture observed to be properly secured, as applicable.

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

N/A

Comment

Center does not provide swimming activities.

Facility

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

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Discussed proper medication documentation and procedures.

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) **N/A**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

Discussed SIDS and infant sleeping position. Please ensure all children placed in cribs for sleeping are positioned on their back, and children are allowed to freely roll over on their own.

Technical Assistance

591-1-1-.30(1)(a)3 - Please ensure crib sheets are tight fitting but do not compromise the fit of the mattress in the bottom of the crib (i.e. causing the mattress to bend or bow or corners round leaving the base of the crib exposed).

Correction Deadline: 1/23/2019

Staff Records

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

Comment

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal record checks were observed to be complete.

Technical Assistance

591-1-1-.09(1)(h) - It was discussed that the one substitute was required to be supervised at all times by staff with a satisfactory comprehensive background check due to waiting on out of state results. A POI was left on site .Please ensure out of state information is requested within 45 days and proof of request is maintained on file.

Correction Deadline: 1/23/2019

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

Adequate supervision observed on this date.

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

Met

Comment

Adequate supervision observed on this date.

The following information is associated with a Complaint Investigation Visit:

Policies and Procedures

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

Met

Correction Deadline: 10/31/2018

Corrected on 1/23/2019

.21(3) - Previous cite corrected. Please ensure fire drills are conducted monthly and tornado as well as lock down drills are conducted every six months.