



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: 11/13/2019 **VisitType:** Licensing Study

Arrival: 1:00 PM

Departure: 5:15 PM

CCLC-1623

Appletree Academy #1

501 The Pass Martinez, GA 30907 Columbia County
 (706) 868-6060 bjh136315@aol.com

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

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melyn.smith@decal.ga.gov

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.
11/13/2019	Incident Investigation/Licensing Study	Good Standing	
11/13/2019	Incident Investigation Closure	Good Standing	
05/21/2019	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	1st Left	Three Year Olds and Four Year Olds	1	9	C	16	C	NA	NA	Outside
Main	1st Right	One Year Olds and Two Year Olds	2	17	C	23	C	NA	NA	Centers, Diapering
Main	2nd Left	Infants	2	5	C	16	C	NA	NA	Feeding, Floor Play, Nap
Main	2nd Right	Three Year Olds	3	21	C	31	C	NA	NA	Snack
Main	3rd Left	One Year Olds	3	12	C	18	C	NA	NA	Centers
Main	3rd Right	PreK	2	20	C	26	C	NA	NA	Transitioning, Snack
Main	4th Left	PreK	2	21	C	23	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 153			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 105			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Back Playground	69	C
Main	PG- Left Playground	20	C
Main	PG- Right	53	C

Comments

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.al.ga.gov/CCS/RulesAndRegulations.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

Jan Hughes, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

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

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

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 12**Records with Missing/Incomplete Components: 1**

Child # 1 Met

Child # 2 Met

Child # 3 Met

Child # 4 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing,.08(3)-Name of Release Person Missing

Child # 5 Met

Child # 6 Met

Child # 7 Met

Records Reviewed: 12

Records with Missing/Incomplete Components: 1

Child # 8	Met
Child # 9	Met
Child # 10	Met
Child # 11	Met
Child # 12	Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) - The consultant discussed with the assistant director to ensure that children's enrollment forms contain all required information, especially information for release persons.

Correction Deadline: 11/13/2019

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

Center appears clean and well maintained.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

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

Met

Correction Deadline: 5/21/2019

Corrected on 11/13/2019

.15(3) - Previous citation corrected, based on observation and staff statement, in that baby bottles were observed to be warmed in a container of warm water on this date.

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)**Met****Comment**

Documentation for medication dispensing observed complete.

Safety

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

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

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

Field trip documentation observed to be complete for the field trip taken to Mistletoe State Park on July 24, 2019.

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

Complete documentation of transportation observed. The first and second checks of the vehicle at the end of afternoon routine transportation was also observed.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 04/15/2019	
Staff # 2	Met
Date of Hire: 03/15/1993	
Staff # 3	Met
Date of Hire: 05/28/2008	
Staff # 4	Met
Date of Hire: 06/01/2017	
Staff # 5	Met
Date of Hire: 08/01/2001	
Staff # 6	Met
Date of Hire: 09/04/2018	
Staff # 7	Met

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Date of Hire: 11/27/2017

Staff # 8

Met

Date of Hire: 10/31/1994

Staff # 9

Met

Date of Hire: 10/31/1994

Staff # 10

Met

Date of Hire: 02/25/2019

Staff # 11

Met

Date of Hire: 03/22/2017

Staff # 12

Met

Date of Hire: 07/22/2019

Staff # 13

Met

Date of Hire: 03/11/2019

Staff # 14

Met

Date of Hire: 08/06/2001

Staff # 15

Met

Date of Hire: 06/24/2019

Staff # 16

Met

Date of Hire: 01/15/2019

Staff # 17

Met

Date of Hire: 08/23/1996

Staff # 18

Met

Date of Hire: 07/25/2005

Staff Credentials Reviewed: 12**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

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.