



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: 8/23/2018 **VisitType:** LS POI Follow Up **Arrival:** 9:15 AM **Departure:** 1:45 PM

CCLC-1623

Appletree Academy #1

501 The Pass Martinez, GA 30907 Columbia County
 (706) 868-6060 bjhj136315@aol.com

Regional Consultant

Melyn Smith

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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.
08/23/2018	LS POI Follow Up	Good Standing	
08/09/2018	Incident Investigation Closure	Good Standing	
08/01/2018	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
Main	1st Left	Three Year Olds and Four Year Olds	2	9	C	16	C	NA	NA	Story
Main	1st Right	Two Year Olds	2	17	C	23	C	NA	NA	Transitioning
Main	2nd Left	Infants and One Year Olds	2	8	C	16	C	NA	NA	Feeding, Floor Play
Main	2nd Right	Two Year Olds and Three Year Olds	2	16	C	31	C	NA	NA	Circle Time
Main	3rd Left	One Year Olds	2	11	C	18	C	NA	NA	Transitioning
Main	3rd Right	PreK	2	21	C	26	C	NA	NA	Outside
Main	4th Left	PreK	2	21	C	23	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 153			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 103			Total Capacity @35 sq. ft.: 153							
			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

Plan of Improvement: Developed This Date 08/23/2018

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).



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. 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@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). 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.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 LS POI Follow Up:

Activities and Equipment**591-1-1-.12 Equipment & Toys(CR)****Not Met****Comment**

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

Finding

591-1-1-.12(3) requires that equipment and furniture be placed so as to permit the children's freedom of movement and to minimize danger of accident and collision. It was determined, based on observation, that stacked chairs were observed accessible to children in the 1st Left and 1st Right classrooms on this date.

POI (Plan of Improvement)

Center staff will re-position the identified equipment and/or furniture and the director will view each classroom to verify appropriate make changes, as needed, and have a system to monitor these items.

Correction Deadline: 8/23/2018

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

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

Proper hand washing observed throughout the center.

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) **Not Met**

Comment

Documentation for medication dispensing observed complete.

Finding

591-1-1-.20(4) requires the Center to keep medication in a cabinet or container that is locked or otherwise not accessible to the children and to be stored separate from cleaning chemicals, supplies or poisons. Medications requiring refrigeration shall be placed in a leak-proof container in a refrigerator that is not accessible to the children. It was determined, based on observation, that Infant Motrin was observed in a child's backpack and Desitin and A&D Diaper Rash Cream was observed in a child's cubby in the 1st Right Classroom on this date.

POI (Plan of Improvement)

The Center will train Staff on the safe and proper storage of medication and monitor to ensure that the rule is met.

Correction Deadline: 8/23/2018

Safety

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

Comment

Animals maintained clean and appropriately caged.

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

Comment

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

Correction Deadline: 8/1/2018

Corrected on 8/23/2018

.11(1) - Previous citation corrected, based on observation, in that all classrooms were observed to be a positive learning environment with staff using age-appropriate positive discipline on this date. Documentation was provided of completion of Positive Guidance training for the staff in the one-year-old classroom as detailed in the Plan of Improvement on this date.

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

Comment

Field trip documentation observed to be complete for the field trip taken on July 31, 2018 to Auntie Anne's and Cinnabon.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment**Comment**

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 27****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/13/2012	
Staff # 2	Met
Date of Hire: 04/23/1997	
Staff # 3	Met
Date of Hire: 05/26/2015	
Staff # 4	Met
Date of Hire: 03/28/2016	
Staff # 5	Met
Date of Hire: 03/20/2018	
Staff # 6	Met
Date of Hire: 11/10/2016	
Staff # 7	Met
Date of Hire: 03/23/2017	
Staff # 8	Met
Date of Hire: 06/25/2018	
Staff # 9	Met
Date of Hire: 08/06/2018	
Staff # 10	Met
Date of Hire: 05/28/2008	
Staff # 11	Met
Date of Hire: 10/07/2002	
Staff # 12	Met

Date of Hire: 10/31/1994

Staff # 13 Met

Date of Hire: 05/08/2017

Staff # 14 Met

Date of Hire: 08/06/2012

Staff # 15 Met

Date of Hire: 08/01/2001

Staff # 16 Met

Date of Hire: 08/06/2001

Staff # 17 Met

Date of Hire: 08/07/2018

Staff # 18 Met

Date of Hire: 08/23/1996

Staff # 19 Met

Date of Hire: 01/08/1996

Staff # 20 Met

Date of Hire: 07/25/2005

Staff # 21 Met

Date of Hire: 11/06/2017

Staff # 22 Met

Date of Hire: 03/15/1993

Staff # 23 Met

Date of Hire: 08/01/2016

Staff # 24 Met

Date of Hire: 09/13/2017

Staff # 25 Met

Date of Hire: 11/27/2017

Staff # 26 Met

Date of Hire: 06/01/2017

Staff # 27 Met

Date of Hire: 07/24/2006

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal records checks were observed to be complete.

Comment

Director provided two files for employees hired since last visit.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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.

Correction Deadline: 8/1/2018

Corrected on 8/23/2018

.32(7) - Previous citation corrected, based on observation, in that all staff were observed to provide watchful oversight and direct supervision of children in care on this date.