



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: 5/21/2019 **VisitType:** Monitoring Visit

Arrival: 10:55 AM

Departure: 1:10 PM

CCLC-1623

Appletree Academy #1

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

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

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.
05/21/2019	Monitoring Visit	Good Standing	
08/23/2018	LS POI Follow Up	Good Standing	
08/09/2018	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	Four Year Olds	1	14	C	16	C	NA	NA	Outside
Main	1st Right	Two Year Olds	2	19	C	23	C	NA	NA	Lunch, Transitioning
Main	2nd Left	Infants and One Year Olds	2	6	C	16	C	NA	NA	Floor Play, Nap, Feeding
Main	2nd Right	Two Year Olds and Three Year Olds	3	24	C	31	C	NA	NA	Lunch, Story
Main	3rd Left	One Year Olds	3	16	C	18	C	NA	NA	Nap
Main	3rd Right	PreK	2	21	C	26	C	NA	NA	Centers, Transitioning
Main	4th Left	PreK	2	21	C	23	C	NA	NA	Story, Transitioning
Total Capacity @35 sq. ft.: 153						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 121						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 05/21/2019

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.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 Monitoring Visit:

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: 8/23/2018

Corrected on 5/21/2019

.12(3) - Previous citation corrected, based on observation, in that equipment and furniture was observed placed to permit the children's freedom of movement and to minimize danger of accident and collision on this date.

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

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Food Service

Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined, based on observation and staff statement, that staff stated baby bottles that are not breast milk are warmed in the microwave, when it is required that bottles should be only heated under warm running water or in a container of warm water on this date.

POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 5/21/2019

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.

Correction Deadline: 8/23/2018

Corrected on 5/21/2019

.20(4) - Previous citation corrected, based on observation, in that medication was observed to not be accessible to children on this date.

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)**Met****Comment**

Complete documentation of transportation observed.

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

Pleasant naptime environment observed.

Staff Records

Staff # 1	Met
Date of Hire: 05/26/2015	
Staff # 2	Met
Date of Hire: 03/28/2016	
Staff # 3	Met
Date of Hire: 04/15/2019	
Staff # 4	Met
Date of Hire: 10/31/1994	
Staff # 5	Met
Date of Hire: 02/25/2019	
Staff # 6	Met
Date of Hire: 03/23/2017	
Staff # 7	Met
Date of Hire: 04/15/2019	
Staff # 8	Met
Date of Hire: 05/28/2008	
Staff # 9	Met
Date of Hire: 10/07/2002	
Staff # 10	Met
Date of Hire: 10/31/1994	
Staff # 11	Met
Date of Hire: 05/08/2017	
Staff # 12	Met
Date of Hire: 08/06/2012	
Staff # 13	Met
Date of Hire: 01/21/2019	
Staff # 14	Met
Date of Hire: 08/01/2001	
Staff # 15	Met
Date of Hire: 08/06/2001	

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

Staff # 16	Met
Date of Hire: 03/11/2019	
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: 09/04/2018	
Staff # 21	Met
Date of Hire: 07/25/2005	
Staff # 22	Met
Date of Hire: 11/15/2018	
Staff # 23	Met
Date of Hire: 11/06/2017	
Staff # 24	Met
Date of Hire: 03/15/1993	
Staff # 25	Met
Date of Hire: 09/13/2017	
Staff # 26	Met
Date of Hire: 11/27/2017	
Staff # 27	Met
Date of Hire: 06/01/2017	

Staff Credentials Reviewed: 27

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

Criminal record checks were observed to be complete.

Comment

Director provided seven files for employees hired since last visit.

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.