



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: 11/20/2017 **VisitType:** Licensing Study

Arrival: 8:45 AM

Departure: 11:05 AM

CCLC-1625

Appletree Academy III

460 Fury's Ferry Road Martinez, GA 30907 Columbia County
 (706) 650-2003 erlenegraham@msn.com

Regional Consultant

Melyn Smith

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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.
11/20/2017	Licensing Study	Good Standing	
04/04/2017	Monitoring Visit	Good Standing	
12/06/2016	Licensing Study	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 (Pre-K 1)		0	0	C	19	C	26	C	
Main	1st Right (TN)	Infants	1	3	C	17	C	NA	NA	Floor Play, Diapering, Feeding
Main	2nd Left (Pre-k 2)		0	0	C	19	C	NA	NA	
Main	2nd Right (NN)	Infants	1	4	C	9	C	NA	NA	Floor Play
Main	3rd Left (Afterschool)	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	13	C	16	C	NA	NA	Centers
Main	3rd Right (T2)	Two Year Olds	2	10	C	28	C	NA	NA	Free Play
Main	4th Left (T3)	Three Year Olds	1	8	C	16	C	NA	NA	Centers
Main	4th Right (T1)	One Year Olds	2	6	C	17	C	NA	NA	Free Play
Main	5th Left (AS)	Three Year Olds and Four Year Olds	1	6	C	25	C	34	C	Centers
Total Capacity @35 sq. ft.: 166			Total Capacity @25 sq. ft.: 182							
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 166							
			Total Capacity @25 sq. ft.: 182							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Left Side	71	C
Main	PG- Middle Playground	47	C
Main	PG- Right Front Playground	20	C

Comments

Plan of Improvement: Developed This Date 11/20/2017

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

Erlene Graham, Program Official

Date

Melyn Smith, Consultant

Date



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Findings Report

Date: 11/20/2017 **VisitType:** Licensing Study

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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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed Capacity Routinely Met

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

Met

Comment

Observation-No Hazards Accessible

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

Not Met

Comment

Discussed-Fluff/Redistribute Surface

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined, based on observation, that ten of ten swing chains were observed to be rusted on the Left Playground on this date.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 11/30/2017

Health and Hygiene

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

Met

Comment

Observed-Proper Diapering

591-1-1-.17 Hygiene(CR)

Met

Comment

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR)

Met

Comment

Observed-Complete Documentation

Safety

591-1-1-.05 Animals

Met

Comment

Animals Clean/Appropriately Caged

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

Met

Comment

Observed-Positive Learning Environment

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

Met

Comment

Observed-Complete Documentation for the field trip taken on August 2, 2017 to Gymnastics Gold.

591-1-1-.36 Transportation(CR)

Met

Comment

Observed-Complete Documentation

Sleeping & Resting Equipment

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

Met

Comment

Observed-Pleasant Naptime Environment

Staff Records

Records Reviewed: 18

Records with Missing/Incomplete Components: 7

Staff # 1

Not Met

Date of Hire: 08/12/2001

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 3	Not Met
Date of Hire: 03/13/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 4	Met
Date of Hire: 10/10/2000	
Staff # 5	Met
Date of Hire: 09/14/2017	
Staff # 6	Met
Date of Hire: 05/25/2014	
Staff # 7	Not Met
Date of Hire: 08/15/2016	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 8	Met
Date of Hire: 04/25/2006	
Staff # 9	Not Met
Date of Hire: 07/29/2015	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 10	Met
Date of Hire: 09/22/1996	
Staff # 11	Met
Date of Hire: 04/27/2016	
Staff # 12	Not Met
Date of Hire: 08/06/2017	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate	
Staff # 13	Met
Date of Hire: 09/11/2001	

Records Reviewed: 18**Records with Missing/Incomplete Components: 7**

Staff # 14 Not Met

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 15 Met

Date of Hire: 10/01/2015

Staff # 16 Met

Date of Hire: 10/10/2000

Staff # 17 Met

Date of Hire: 12/01/2015

Staff # 18 Met

Date of Hire: 02/05/2007

Staff Credentials Reviewed: 18

591-1-1-.09 Criminal Records Check(CR) Met**Comment**

Criminal Records Check complete

591-1-1-.33 Staff Training Not Met**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined, based on review of records, that seven staff were lacking evidence of completing the Health and Safety Orientation Training as required.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 12/20/2017

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

Lead staff education requirements

Comment

591-1-1-.31(13) - Consultant observed Center staff to comply with all applicable laws and regulations on this date.

Correction Deadline: 11/20/2017

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Observed-Direct Supervision/Attentive Staff