



**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:** 8/14/2018    **VisitType:** Licensing Study    **Arrival:** 10:15 AM    **Departure:** 1:25 PM

**CCLC-17259**

**Big Apple Learning Center**

514 N. Franklin Street Dublin, GA 31021 Laurens County  
 (478) 272-5472 bigapplelearning@bellsouth.net

**Mailing Address**  
 P.O. Box 4344  
 Dublin, GA 31040

**Regional Consultant**

Beth Houtz

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 Fax: (229) 238-2955  
 beth.houtz@decal.ga.gov

Joint with: Melissa Herndon

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
08/14/2018	Licensing Study	Good Standing	
02/26/2018	Monitoring Visit	Good Standing	
07/18/2017	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
One	A-Front left		0	0	C	16	C	NA	NA	
One	B- Back left	Infants	1	5	C	11	C	NA	NA	Floor Play, Diapering, Feeding
One	C-Back right	Two Year Olds	1	9	C	25	C	NA	NA	Centers
Total Capacity @35 sq. ft.:			52		Total Capacity @25 sq. ft.:		0			
Two	D- Building Two		0	0	C	22	C	NA	NA	
Two	E-Building Two Left	Three Year Olds	1	11	C	36	C	NA	NA	Centers
Total Capacity @35 sq. ft.:			58		Total Capacity @25 sq. ft.:		0			
Total # Children this Date: 25		Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.:		0			


Building	Playground	Playground Occupancy	Playground Compliance
One	Infant-Toddler	13	C
Two	School age	169	C

**Comments**

The purpose of today's visit is a licensing study. The center does not provide transportation and does not dispense any medication. This is the first visit of the fiscal year.

Plan of Improvement: Developed This Date 08/14/2018

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).

	<b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b> . For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a> . You are encouraged not to wait and to complete the process as soon as possible.
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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](mailto: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)

	
<b>Important New Deadlines:</b>	
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: <a href="https://qualityrated.dec.al.ga.gov/">https://qualityrated.dec.al.ga.gov/</a> Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or <a href="mailto:qualityrated@dec.al.ga.gov">qualityrated@dec.al.ga.gov</a>	

_____ Frankie Jackson, Program Official	_____ Date	_____ Beth Houtz, Consultant	_____ Date
_____ Melissa Herndon, Consultant	_____ Date		



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### Findings Report

**Date:** 8/14/2018 **VisitType:** Licensing Study

**Arrival:** 10:15 AM

**Departure:** 1:25 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Met**

**Comment**

Lesson Plans were observed to be up to date and posted in each classroom.

**Correction Deadline: 8/14/2018**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. The consultant observed a red cushion on a wooden chair in the two-year-old room to have a tear on the front and bottom. The Director removed the cushion during the visit and stated that it would be repaired.

**Correction Deadline: 8/14/2018**

**Technical Assistance**

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. The consultant discussed with the Director about securing the shelves in the three-year-old classroom so that they do not pose a falling hazard. The Director stated that the room was rearranged for Quality Rated and that they would secure each shelf that has been moved.

**Correction Deadline: 8/14/2018**

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 4**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Not Met**

**Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the power strip above the nap cots in the three-year-old room had hanging cords and two exposed outlets that were accessible to children when the cots were set out.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 8/14/2018**

**Technical Assistance**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. The consultant observed the sink in the three-year-old bathroom to have rust and chipped enamel. The Director will repair or replace the sink. Additionally, the air conditioning vent in the boy's bathroom of the school age room was broken. The Director stated that they would have the vent replaced.

**Correction Deadline: 8/14/2018**

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

**Not Met**

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that there were two gaps at the bottom of the fence in two separate areas. One gap measured four inches in height and the second gap measured three and one half inches in height.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 8/14/2018**

**Comment**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. The consultant discussed with the Director about measuring the perimeter fence and ensuring that it is four feet (48 inches) in height all the way around the perimeter of the play ground. The consultant observed a few areas where the fence was not the required height due to low points in the ground.

**Correction Deadline: 8/14/2018**

**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 the following hazards were present and accessible to children in care on the playgrounds.

-On the School-Age playground the following equipment had chipping paint: the swing set frame, red merry-go-round that is buried, red helicopter, red four-seat bouncer, red arched climber, and the tunnel on train.

-On the School-Age playground two poles of the buried merry-go-round were not attached to the base of the merry-go-round.

-On the Toddler playground the Little Tykes play boat was cracked and broken on the circular part on the backside on the top and on the bottom and was cracked and broken on the front of the play equipment.

-On the Toddler playground the blue and pink Little Tykes square slide and climber was pulled apart on the right side of the slide.

-On the School- Age playground on the large playground equipment the panel at the top of the highest platform attached to the slide was missing a bolt at the top left hand corner and the red slide had a crack and a hole in the slide at the middle with the inside foam exposed.

-On the Toddler playground the red race car had a crack in the fiberglass behind the two steering wheels and had a sharp edge.

-On the Toddler playground the green riding truck was cracked on the back and had sharp edges.

**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. The Director stated that they would close the large playground set and remove the slide. The Director stated that the metal equipment would be sanded and repainted and all other equipment repaired or removed.

**Correction Deadline: 8/24/2018**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that on the toddler playground there were two active ant beds.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 8/14/2018**

**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen appears clean and well organized.

## 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**

The Provider currently does not dispense/administer medication.

## Policies and Procedures

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

**Comment**

Fire and Safety Drills were observed to be complete and up to date.

**Correction Deadline: 8/19/2018**

**591-1-1-.27 Posted Notices** Met

**Comment**

Observed all required posted notices.

## Safety

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

**Comment**

Center does not keep animals on premises.

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Center does not participate in field trips at this time.

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

**Comment**

Center does not provide routine transportation.

## Sleeping & Resting Equipment

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

<b>Staff Records</b>
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**Records Reviewed: 8**
**Records with Missing/Incomplete Components: 0**


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Staff # 1	Met
Date of Hire: 01/01/2016	
Staff # 2	Met
Date of Hire: 07/18/2017	
Staff # 3	Met
Date of Hire: 06/01/2016	
Staff # 4	Met
Date of Hire: 12/09/2016	
Staff # 5	Met
Date of Hire: 01/28/2015	
Staff # 6	Met
Date of Hire: 12/01/2006	
Staff # 7	Met
Date of Hire: 09/01/2006	
Staff # 8	Met
Date of Hire: 03/03/2015	

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**Staff Credentials Reviewed: 8**


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**591-1-1-.09 Criminal Records Check(CR)**
**Met**
**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 records checks were observed to be complete.

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**591-1-1-.14 First Aid & CPR**
**Met**
**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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**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.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.