



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: 2/6/2018 **VisitType:** Complaint Investigation & Licensing Study **Arrival:** 10:25 AM **Departure:** 3:45 PM

CCLC-18199

AppleGate Academy & Preschool

3050 Mt. Zion Rd. Stockbridge, GA 30281 Clayton County
 (678) 565-7311 applegateacademy@comcast.net

Regional Consultant

Neli Todorova

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Mailing Address
 Same

Quality Rated: ★

<u>Compliance Zone Designation</u>			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.
02/06/2018	Complaint Investigation & Licensing Study	Good Standing	
02/06/2018	Complaint Closure	Good Standing	
07/28/2017	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	A- Front L	Infants	2	6	C	10	C	NA	NA	Floor Play,Nap,Diapering
Main	B- 2L	Three Year Olds	1	7	C	8	C	NA	NA	Lunch
Main	C- 3L	One Year Olds	1	8	C	8	C	NA	NA	Nap
Main	D- 4L		0	0	C	9	C	NA	NA	
Main	E- 5L	Two Year Olds	1	8	C	10	C	NA	NA	Transitioning,Lunch
Main	F- 6L	Two Year Olds	1	8	C	10	C	NA	NA	Nap,Transitioning
Main	G- Back R	PreK	2	20	C	30	C	NA	NA	Lunch
Main	H- 2R	Four Year Olds	1	12	C	20	C	NA	NA	Lunch
Main	I- 1R	Three Year Olds	2	16	C	20	C	NA	NA	Transitioning,Nap
Total Capacity @35 sq. ft.: 125					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 85					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Left	38	C
Main	PG- Right	47	C

Comments

The purpose of this visit is to follow up on visit from July 27, 2017 and to conduct a Licensing Study. Consultant discussed comprehensive background check, Quality Rated, updates in USDA guidelines, new drills form and update in existing Emergency Preparedness Plan.

Plan of Improvement: Developed This Date 02/06/2018

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

Tanisha Barker, Program Official

Date

Neli Todorova, 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.

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)

Technical Assistance

Comment

Center appears clean and well maintained.

Technical Assistance

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

Correction Deadline: 8/4/2017

Corrected on 2/6/2018

.26(4) - Previous citation corrected on this date as consultant observed that the fence on the PG-Left Playground (Toddler) has been repaired and there are no gaps on the fence.

Technical Assistance

591-1-1-.26(4) - Consultant discussed with the director to monitor the bottom of the fence on PG-Right for gaps and repair as needed.

Correction Deadline: 2/6/2018

Technical Assistance

591-1-1-.26(9) - Consultant discussed with the director to monitor the wooden boards around the play areas on both playgrounds for protruding bolts and repair as needed.

Correction Deadline: 2/6/2018

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Technical Assistance

Comment

Staff were observed to remind children to wash hands.

Technical Assistance

Consultant discussed with the director the temperature of the water. The director stated that a plumber is working on the water heater at the time of the visit, because staff had noticed that the water is not warm enough.

Correction Deadline: 2/6/2018

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

N/A

Comment

No medication reported since last visit and on the day of this visit. Documentation for medication dispensing discussed.

Policies and Procedures

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

Technical Assistance

Technical Assistance

591-1-1-.21(1)(p) - Discussed updating the existing plan to include all required topics.

Correction Deadline: 2/11/2018

Technical Assistance

591-1-1-.21(3) - Discussed lock down drills in addition to fire and tornado drills and provided the new form to the director.

Correction Deadline: 2/11/2018

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)

N/A

Comment

Center does not participate in field trips at this time since last visit.

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

Met

Correction Deadline: 9/1/2017

Corrected on 2/6/2018

.36(4)(e) - Previous citation corrected as consultant observed complete documentation.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 20

Records with Missing/Incomplete Components: 15

Staff # 1 Not Met

Date of Hire: 07/31/2017

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 2 Not Met

Date of Hire: 08/29/2016

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 3 Met

Date of Hire: 01/29/2007

Staff # 4 Not Met

Date of Hire: 06/05/2017

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 5 Not Met

Date of Hire: 02/06/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6 Not Met

Date of Hire: 11/15/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 7 Met

Date of Hire: 02/27/2017

Staff # 8 Not Met

Date of Hire: 08/15/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9

Not Met

Date of Hire: 06/22/2015

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 10

Not Met

Date of Hire: 06/27/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 11

Met

Date of Hire: 11/27/2017

Staff # 12

Not Met

Date of Hire: 10/30/2006

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 13

Met

Date of Hire: 08/21/2017

Staff # 14

Not Met

Date of Hire: 05/17/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 15

Met

Date of Hire: 02/05/2018

Staff # 16

Not Met

Date of Hire: 02/24/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 17

Not Met

Date of Hire: 04/11/2011

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 18

Not Met

Date of Hire: 10/30/2006

Records Reviewed: 20**Records with Missing/Incomplete Components: 15**

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 19

Not Met

Date of Hire: 03/03/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 20

Not Met

Date of Hire: 09/05/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff Credentials Reviewed: 20

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

Not Met

Comment

Director reported six new staff. Criminal records checks were observed to be complete.

Correction Deadline: 7/31/2017

Corrected on 2/6/2018

.09(1)(g) - Previous citation corrected on this date as consultant observed the staff to have satisfactory background check determination on file.

Comment

591-1-1-.09(j) A one-day letter was left with the provider on this date. The one-day letter indicates the requirements for employees to have a satisfactory records check. Additionally, the letter requires the provider to obtain the missing record check(s) within one business day.

Correction Deadline: 2/6/2018

Finding

591-1-1-.09(j) requires that if the Center accepts a satisfactory determination letter issued by the Department for a Student-in-Training with a Records Check Clearance Date on or after January 1, 2016 as evidence of that individual's Satisfactory criminal records check determination, the Records Check Clearance Date must be within the preceding 24 months from the hire date the Center has verified and maintains evidence on file at the Center that the Student-in-Training is currently enrolled in a high school recognized by the Department of Education or an early education curriculum through an accredited school of higher education, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that one staff was hired on 1/16/2018 with an expired satisfactory background check because the portability time period ended on 12/9/2017.

POI (Plan of Improvement)

The Center will ensure that each Student-in-Training has a satisfactory determination issued by the department with a clearance date on or after January 1, 2016 and within 24 months of the hire date. The Center will maintain evidence on file of current enrollment in a recognized educational program for each Student-in-Training.

Correction Deadline: 2/6/2018

591-1-1-.14 First Aid & CPR

Not Met

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that four staff hired after 9/30/2016 did not have evidence of First Aid/CPR on file.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 3/8/2018

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

Correction Deadline: 7/28/2017

Corrected on 2/6/2018

.33(1) - Previous citation corrected on this date as consultant observed evidence of orientation in all staff files.

Correction Deadline: 8/27/2017

Corrected on 2/6/2018

.33(3) - Previous citation corrected on this date as consultant observed evidence of training completed for all staff.

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of records that 12 staff did not have evidence of 10 hour training for 2017.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 3/8/2018

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

Observed staff comply 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.