



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: 7/17/2018 **VisitType:** Licensing Study

Arrival: 8:30 AM

Departure: 11:15 AM

CCLC-21664

Appletree - ABC Preschool

4665 Webb Bridge Road Alpharetta, GA 30005 Fulton County
 (770) 343-8680 gailmorrill@appletree-abc.com

Regional Consultant

Shannon Curtis

Phone: (770) 342-7802

Fax: (678) 891-5904

shannon.curtis@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.
07/17/2018	Licensing Study	Good Standing	
01/11/2018	Monitoring Visit	Good Standing	
07/27/2017	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
Main	A: 1R - GA PreK		0	0	C	25	C	NA	NA	Not In Use
Main	B: 2R - GA PreK		0	0	C	25	C	NA	NA	Not In Use
Main	C: 3R - GA PreK		0	0	C	20	C	NA	NA	Not In Use
Main	D: 4R	Three Year Olds	2	7	C	20	C	NA	NA	Centers
Main	E: 5R	Infants	1	4	C	9	C	NA	NA	Free Play
Main	F: 4L - Toddlers	One Year Olds	2	6	C	15	C	NA	NA	Centers
Main	G: 3L - Twos	One Year Olds	2	6	C	15	C	NA	NA	Centers
Main	H: 2L	One Year Olds	1	6	C	25	C	NA	NA	Circle Time
Main	I: 1L - Preschool	Three Year Olds	5	18	C	25	C	NA	NA	Art, Centers
Total Capacity @35 sq. ft.: 179			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 47			Total Capacity @35 sq. ft.: 179							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Preschool Right	149	C
Main	Toddler Left	67	C

Comments

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on January 11, 2018.

Consultant observed Transportation procedures on this date.

Plan of Improvement: No Plan Developed

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

Linda Hampton, Program Official

Date

Shannon Curtis, Consultant

Date



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Findings Report

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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

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

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Comment

Records were observed to be complete and well organized.

Facility

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

Licensed capacity observed to be routinely met by center.

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

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

Food Service

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication at this time.

Policies and Procedures

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

Consultant observed evidence of monthly fire drills conducted as of July 13, 2018 on this date.

Correction Deadline: 7/22/2018

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

Observed all required posted notices.

Safety

591-1-1-.05 Animals	Met
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Comment

Center does not keep animals on premises.

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

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

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

Field trip documentation observed to be complete.

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

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 16

Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 09/01/2007

Staff # 2	Met
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Date of Hire: 07/11/2016

Staff # 3	Met
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Date of Hire: 01/19/2017

Staff # 4	Met
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Date of Hire: 12/03/2016

Staff # 5	Met
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Date of Hire: 10/10/2017

Staff # 6	Met
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Date of Hire: 11/01/2017

Staff # 7	Met
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Date of Hire: 01/18/2007

Staff # 8	Met
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Records Reviewed: 16**Records with Missing/Incomplete Components: 0**

Date of Hire: 01/18/2007

Staff # 9 Met

Date of Hire: 08/04/2015

Staff # 10 Met

Date of Hire: 10/01/2007

Staff # 11 Met

Date of Hire: 10/02/2017

Staff # 12 Met

Date of Hire: 07/18/2012

Staff # 13 Met

Date of Hire: 07/27/2017

Staff # 14 Met

Date of Hire: 08/04/2008

Staff # 15 Met

Date of Hire: 08/01/2017

Staff # 16 Met

Date of Hire: 11/30/2016

Staff Credentials Reviewed: 16

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

Criminal records checks were observed to be complete.

Comment

Director provided four files for employees hired since last visit.

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

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training Met**Comment**

Documentation observed of required staff training for 2017 on this date.

Comment

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

Adequate supervision observed on this date.