



**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: 5/2/2019 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 2:45 PM

CCLC-22146

Big Apple Learning Center #2

326 North Hospital Road Sandersville, GA 31082 Washington County
(478) 240-9125 bigapplelearning2@yahoo.com

Regional Consultant

Laura Johnson

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Mailing Address

P. O. Box 4344
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Quality Rated: ★ ★

Compliance Zone Designation		
05/02/2019	Licensing Study	Good Standing
12/06/2018	Monitoring Visit	Good Standing
04/04/2018	POI Follow Up	Good Standing

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.

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-Left	One Year Olds	1	5	C	14	C	NA	NA	Nap,Diapering
Main	B-Center	One Year Olds and Two Year Olds	2	8	C	19	C	NA	NA	Lunch
Main	C-Right	Three Year Olds	1	9	C	14	C	NA	NA	Nap,Transitioning
Total Capacity @35 sq. ft.: 47						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 22			Total Capacity @35 sq. ft.: 47			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	105	C

Comments

The purpose of today's visit is to conduct a licensing study.

The director stated that the center does not provide routine transportation, field trips, medications, or swimming activities.

The director provided one file for an employee hired since the last visit. A one-day letter was left on this date.

Plan of Improvement: Developed This Date 05/02/2019

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.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.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.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.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.ga.gov

Cynthia Andrews, Program Official

Date

Laura Johnson, Consultant

Date



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Findings Report

Date: 5/2/2019 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 2:45 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - The consultant spoke with the director about ensuring that current lesson plans are posted and followed each week.

Correction Deadline: 5/2/2019

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

Met

Comment

Discussed adding equipment and toys to enhance variety.

Correction Deadline: 5/31/2019

Corrected on 5/2/2019

.12(2) - This citation was corrected on this date.

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

N/A

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-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

No hazards observed accessible to children on this date.

Technical Assistance

591-1-1-.25(17) - The consultant spoke with the director about removing the thorny plants growing along the fence perimeter.

Correction Deadline: 5/2/2019

591-1-1-.25 Physical Plant-Structural/Mechanical

Not Met

Finding

591-1-1-.25(10) requires the Center to be in compliance with applicable laws and regulations issued by the state fire marshal, the proper local fire marshal or state inspector, including a certificate of occupancy if required prior to receiving any children for care. It was determined based on the consultant's observation that the center did not have a working fire extinguisher for the building.

POI (Plan of Improvement)

The Center will secure a certificate of occupancy.

Correction Deadline: 5/16/2019

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 the consultants observation that on the right side of the playground eight fence panels were not attached at the bottom. Additionally, five fence panels along the back of the playground were not secure at the bottom. Furthermore, the fifth and sixth fence panels on the right side of the playground had a five-inch gap at the bottom posing a potential entrapment hazard.

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: 5/2/2019

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 the consultant's observation that the following equipment on the playground presented hazards:

- The two yellow metal train tunnels were chipping paint.
- The blue train tunnel was chipping paint.
- The metal four seating see saw was chipping paint.
- The stationary tricycle was missing a pedal.

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: 5/12/2019

Food Service

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

Not Met

Comment

Please ensure that infant feeding forms are updated regularly.

Finding

591-1-1-.15(1) requires that meals and snacks are served, with serving sizes dependent upon the age of the child, that meet nutritional guidelines as established by the United States Department of Agriculture Child and Adult Care Food Program. Meals and snacks shall be varied daily, and additional servings of nutritious food shall be offered to children over and above the required daily minimum, if not contraindicated by special diets. It was determined based on the consultant's observation that seven two-year-old children were provided whole milk at lunch instead of unflavored low fat or fat free milk as required.

POI (Plan of Improvement)

Center Staff will prepare menus and/or serve foods that meet the USDA guidelines and will offer and serve seconds to children.

Correction Deadline: 5/2/2019

Technical Assistance

591-1-1-.15(4) - The consultant spoke with the director about ensuring that children are strapped in with a safety belt while in the high chair.

Correction Deadline: 5/2/2019

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.07 Children's Health

Not Met

Finding

591-1-1-.07(5) requires Center Staff to not permit children to wear around their necks or attach to their clothing pacifiers or other hazardous items. It was determined based on the consultant's observation that in classroom A, a one year old child was observed to be in a crib with a pacifier attached around their neck.

POI (Plan of Improvement)

The Center will instruct Staff regarding this safety requirement.

Correction Deadline: 5/2/2019

Recited on 5/2/2019

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

Comment

Proper diapering procedures observed.

Technical Assistance

591-1-1-.10(4) - The consultant spoke with the director about ensuring that the changing surface remains non-porous.

Correction Deadline: 5/2/2019

591-1-1-.17 Hygiene(CR) **Technical Assistance**

Technical Assistance

591-1-1-.17(7) - The consultant spoke with the director about ensuring that children's hands are washed after diapering.

Correction Deadline: 5/2/2019

591-1-1-.20 Medications(CR) **N/A**

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Comment

Program observed complete emergency drills

Safety

591-1-1-.05 Animals **N/A**

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) **N/A**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Technical Assistance

591-1-1-.30(1)(a)3 - The consultant spoke with the director about ensuring that crib sheets are washed daily or more often as required. No infants were present on this date.

Correction Deadline: 5/2/2019

Finding

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on the consultant's observation that in classroom B three out of eight mats were observed to have tears in the material with exposed foam and not in good repair, washable, covered with a waterproof material as required.

POI (Plan of Improvement)

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

Correction Deadline: 5/2/2019

Recited on 5/2/2019

Correction Deadline: 12/6/2018

Corrected on 5/2/2019

.30(1)(b)4 - This citation was corrected on this date. All children were observed sleeping on mats with sheets and covers on this date.

Staff Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 1

Staff # 1	Not Met
Date of Hire: 11/13/2018	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing,.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate	
Staff # 2	Met
Date of Hire: 04/23/2012	
Staff # 3	Met
Date of Hire: 10/04/2016	
Staff # 4	Met
Date of Hire: 06/16/2008	
Staff # 5	Met
Date of Hire: 05/01/2017	

Staff Credentials Reviewed: 5

Comment

Director provided one file for an employee hired since last visit.

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that one employee hired November 13, 2018, did not have a Records Check Application that was submitted in the center's Decal Koala.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will follow the Background Check Determination Letter Procedures and complete all three steps to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will not allow any employee to be present at the center until a satisfactory comprehensive records check determination is in the center's Decal Koala to ensure the CRC rules are maintained.

Correction Deadline: 5/2/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that one employee hired November 13, 2018, did not have a satisfactory comprehensive record check determination on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will not hire an employee until a satisfactory comprehensive records check determination is in the center's Decal Koala to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review the A to Z Background Check video units to ensure the CRC rules are maintained.

Correction Deadline: 5/2/2019

591-1-1-.14 First Aid & CPR**Not Met****Comment**

Complete first aid kits observed in center.

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 a review of records that one employee hired November 13, 2018 did not obtain certification in first aid and CPR within their first ninety days of hire.

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: 6/1/2019

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 a review of records that one employee hired November 11, 2018, has not completed the health and safety orientation training and is past their first ninety days of employment.

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: 6/1/2019

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

Correction Deadline: 12/6/2018

Corrected on 5/2/2019

.32(5) - This citation was corrected on this date. Appropriate ratios were observed in all classrooms.

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

Met

Comment

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