



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: 3/13/2018 **VisitType:** Licensing Study **Arrival:** 12:00 PM **Departure:** 3:30 PM

CCLC-2252

Learning Tree Center of GA, The

104 Peachtree Street Fort Valley, GA 31030 Peach County
 (478) 827-0391 learningtree00@bellsouth.net

Regional Consultant

Ashley Cunningham

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Ashley.Cunningham@dec.al.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.
03/13/2018	Licensing Study	Good Standing	
07/18/2017	Monitoring Visit	Good Standing	
05/15/2017	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	Back Right	Infants	1	4	C	5	C	NA	NA	Nap
Main	Far left	Two Year Olds and Three Year Olds	1	7	C	14	C	NA	NA	Nap
Main	Front Classroom	Three Year Olds and Four Year Olds	1	9	C	24	C	NA	NA	Transitioning, Nap
Main	Front Right	One Year Olds	1	7	C	5	NC	NA	NA	Nap
Total Capacity @35 sq. ft.: 48			Total Capacity @25 sq. ft.: 0							

Total # Children this Date: 27

Total Capacity @35 sq. ft.: 48

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	39	C

Comments

1st Left room: 1:8 Ages 1 (1 year), 6 (2 year), 1 (3 year)

Plan of Improvement: Developed This Date 03/13/2018

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

Paula McGhee, Program Official

Date

Ashley Cunningham, Consultant

Date



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Findings Report

Date: 3/13/2018 **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

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.

Children's Records

Records Reviewed: 1

Records with Missing/Incomplete Components: 0

Child # 1

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)

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation that the center cared for seven children in a room licensed for five.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 3/13/2018

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

Not Met

Comment

No hazards observed accessible to children on this date.

Finding

591-1-1-.25(11) requires that floor coverings be tight, smooth, free of odors and washable or cleanable. It was determined based on observation that the floor in the front right bathroom was not smooth in that the tile was cracked in front of the sink.

POI (Plan of Improvement)

Floors will be maintained to be safe and sanitary. Center will replace the tile.

Correction Deadline: 4/13/2018

Correction Deadline: 7/18/2017

Corrected on 3/13/2018

.25(13) - Previous citation corrected.

Finding

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. It was determined based on observation that the bathroom in the back left room had a wooden wall that was hazardous to children in that the wood could cause the children to get splinters in their hands if rubbed across it.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 3/13/2018

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

Met

Correction Deadline: 7/18/2017

Corrected on 3/13/2018

.26(4) - Previous citation corrected.

Food Service

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

Not Met

Finding

591-1-1-.15(3) requires baby bottles and formula to be labeled with the individual child's name; supplied by the Parent daily in bottles; and refrigerated at a temperature of forty (40) degrees Fahrenheit or less. Only the current day's formula or breast milk shall be served. If formula must be provided by the Center, only commercially prepared, ready-to-feed formula shall be used. Refrigerated or frozen breast milk shall only be heated or thawed under warm running water or in a container of warm water. It was determined based on observation that the bottles in back right room were not labeled.

POI (Plan of Improvement)

The Center will train Staff to follow the required procedures, ensure that parents are fully informed, and will review and monitor regularly.

Correction Deadline: 3/13/2018

591-1-1-.18 Kitchen Operations**Not Met****Finding**

591-1-1-.18(5) requires the refrigeration of all perishable and potentially hazardous foods at 40 degrees Fahrenheit or below and served promptly after cooking. Freezer temperature shall be maintained at zero (0) degrees Fahrenheit or below. It was determined based on observation that the refrigerator and freezer temperature could not be determined in that there was no thermometer.

POI (Plan of Improvement)

The Center will refrigerate foods as required, will train Staff on proper refrigerator and freezer temperature settings and monitor the settings. Food will be served promptly after cooking.

Correction Deadline: 3/13/2018

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)**Not Met****Comment**

Staff state proper knowledge of diapering procedures.

Finding

591-1-1-.10(2) requires Centers first licensed after March 1, 1991, and Centers that renovate existing plumbing facilities, to have a hand washing sink with running heated water located adjacent to the diapering area. Flush sinks shall not be used for hand washing. Cleansing procedures in other facilities shall be approved by the Department. It was determined based on observation that there was no hand washing sink with running heated water located in classroom of the diapered room.

POI (Plan of Improvement)

The Center will ensure that a hand washing sink is located adjacent to each diapering area, that flush sinks are not used for handwashing, and that the department has approved cleansing procedures in other facilities, if applicable.

Correction Deadline: 3/13/2018

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

Proper hand washing observed throughout the center.

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

Per the director, medication is not dispensed.

Organization

591-1-1-.16 Governing Body & License**Not Met****Finding**

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the center was using a room that was not licensed. There was no approved amendment on file.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 3/13/2018

Policies and Procedures**591-1-1-.27 Posted Notices****Technical Assistance****Technical Assistance**

591-1-1-.27 Please ensure that you post your updated emergency plans for severe weather, fire, and other emergency situations

Correction Deadline: 3/13/2018

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.

591-1-1-.36 Transportation(CR)**N/A****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

Pleasant naptime environment observed.

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

Criminal records checks were observed to be complete.

Please ensure that everyone have a Comprehensive Background Check on file by October 1, 2018.

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

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on observation of staff files that seven staff did not have evidence of orientation.

POI (Plan of Improvement)

The Center will develop and provide orientation for all new Staff prior to their staff's assignment to children or task.

Correction Deadline: 3/13/2018

Correction Deadline: 8/17/2017

Corrected on 3/13/2018

.33(3) - Previous citation corrected.

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 in compliance with all applicable laws and regulations in that no criminal act, as defined under Georgia law, has been committed in the presence of the children enrolled.

Correction Deadline: 3/13/2018

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Not Met****Comment**

Center observed to maintain appropriate staff:child ratios.

Finding

591-1-1-.32(4)(b) allows children who turn three years old during the regular school year to remain with two year olds for the remainder of the school year but requires agreement from the older child's Parent(s) for the continued placement. It was determined based on observation that the center did not have parental agreement for children who turn three years old during the regular school year to remain with two year olds for the remainder of the school year.

POI (Plan of Improvement)

The Center will secure parental permission and keep it on file.

Correction Deadline: 3/13/2018

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

Adequate supervision observed on this date.