



**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:** 1/29/2019    **VisitType:** Licensing Study    **Arrival:** 8:45 AM    **Departure:** 2:15 PM

**CCLC-26490**

**Tree House Academy**

2600 Sugarmill Blvd. St. Marys, GA 31558 Camden County  
 (912) 576-8697 st.marys@treehouseacademy.org

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
 Fax: (478) 314-9443  
 jerica.davis@decal.ga.gov

**Mailing Address**  
 Same

**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.
01/29/2019	Licensing Study	Good Standing	
08/10/2018	Monitoring Visit	Good Standing	
03/09/2018	POI Follow Up	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-1st right	Two Year Olds	1	10	C	16	C	NA	NA	Centers
Main	B - 2nd right	One Year Olds	1	6	C	11	C	NA	NA	Free Play, Diapering
Main	C - 3rd right	PreK	2	17	C	22	C	NA	NA	Centers
Main	D -Back left		0	0	C	20	C	NA	NA	
Main	E -far left	Two Year Olds and Three Year Olds and Four Year Olds	1	14	C	19	C	NA	NA	Centers
Main	F-Front left	Infants	2	10	C	12	C	NA	NA	Floor Play, Feeding, Nap
Main	Room G -3 yrs		0	0	C	14	C	NA	NA	
Total Capacity @35 sq. ft.: 114						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 114			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playgrd -A frt lft	23	C
Main	Playgrd B back lft	67	C
Main	Playgrd-back rt	33	C
Main	playgrd-Front Rt	9	C

### Comments

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

The center provides routine transportation and the vehicles and logs were inspected on this date.

The center is currently enrolled in the Quality Rated program and has earned a rating of one star.

Plan of Improvement: Developed This Date 01/29/2019

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.state.ga.us/CCS/Regulations.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.

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#### 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.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 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.state.ga.us/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.

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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.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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Jessie Durbin, Program Official

Date

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Jerica Davis, Consultant

Date



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### Findings Report

**Date:** 1/29/2019    **VisitType:** Licensing Study    **Arrival:** 8:45 AM    **Departure:** 2:15 PM

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The following information is associated with a Licensing Study:

<b>Activities and Equipment</b>
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**591-1-1-.03 Activities****Technical Assistance****Technical Assistance**

Please ensure each classroom keeps a current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas.

**Correction Deadline: 1/29/2019**

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

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

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

Center does not provide swimming activities.

<b>Facility</b>
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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(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 the consultant's observation that the brown baseboard molding in the three and four-year-old classroom was falling down in the back left corner and was in need of repair.

**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: 1/29/2019**

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

**Met**

**Correction Deadline: 8/10/2018**

**Corrected on 1/29/2019**

**.26(9) - This citation was observed to be corrected on this date.**

**Health and Hygiene**

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

**Not Met**

**Finding**

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined based on the consultant's observation that the diaper changing pad in the one-year-old classroom had a tear in the side measuring thirteen inches long. Additionally, the changing pad in the infant classroom had two tears in the side measuring two inches long and the changing pad in the two-year-old classroom had two tears in the side measuring one inch long.

**POI (Plan of Improvement)**

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

**Correction Deadline: 1/29/2019**

**Recited on 1/29/2019**

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

**Not Met**

**Finding**

591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on the consultant's observation that a staff member in the one-year-old classroom changed a one-year-old child's diaper and did not wash her hands with liquid soap and warm running water after diapering was complete as required.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 1/29/2019**

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

**Met**

**Comment**

Documentation for medication dispensing observed complete.

**Safety**

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

Age-appropriate discussion and/or redirection observed.

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

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

**Comment**

Complete documentation of transportation observed.

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**Sleeping & Resting Equipment**

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

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**Staff Records**

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**Records Reviewed: 15****Records with Missing/Incomplete Components: 5**

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Staff # 1

Met

Date of Hire: 04/30/2014

Staff # 2

Met

Date of Hire: 03/16/2015

Staff # 3

Not Met

Date of Hire: 09/18/2017

"Missing/Incomplete Components"

.33(4)-1st Yr. Training 2 Hrs. (Abuse) Missing,.33(4)-1st Yr. Training 4 Hrs. Missing

Staff # 4

Met

Date of Hire: 12/07/2015

Staff # 5

Met

Date of Hire: 08/25/2008

Staff # 6

Met

Date of Hire: 01/21/2019

Staff # 7

Not Met

Date of Hire: 06/19/2017

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 8

Not Met

Date of Hire: 10/11/2017

**Records Reviewed: 15****Records with Missing/Incomplete Components: 5**"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 9 Met  
 Date of Hire: 04/29/2014

Staff # 10 Met  
 Date of Hire: 10/04/2010

Staff # 11 Not Met  
 Date of Hire: 09/12/2018

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 12 Met  
 Date of Hire: 01/22/2016

Staff # 13 Met  
 Date of Hire: 06/21/2017

Staff # 14 Not Met  
 Date of Hire: 10/18/2018

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

Staff # 15 Met  
 Date of Hire: 07/05/2016

**Staff Credentials Reviewed: 15****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided three files for employees hired since the last visit.

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

Discussed staff training. Please obtain required documentation. Please ensure all annual training hours are Bright from the Start approved.

**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 two staff members hired in the months of September and October did not have evidence of completing health and safety training within the first ninety days of employment as required.

**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: 2/28/2019**

**Finding**

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on a review of records that one staff member hired on September 18, 2017 did not have evidence of completing two clock hours of training in child abuse and neglect and four clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control.

**POI (Plan of Improvement)**

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

**Correction Deadline: 2/28/2019**

**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 a review or records that two staff did not have evidence of completing ten clock hours of annual training as required.

**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: 2/28/2019**

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

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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**

Adequate supervision observed on this date.