



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: 12/21/2018 **VisitType:** Licensing Study

Arrival: 9:45 AM

Departure: 1:40 PM

CCLC-30911

AppleGate Academy & Preschool (Jonesboro)

9610 Deer Crossing Drive Jonesboro, GA 30236 Clayton County
 (770) 629-5876 applegateacademy@comcast.net

Regional Consultant

Glecia Carter

Phone: (470) 316-2591

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glecia.carter@dec.al.gov

Mailing Address

Same

Quality Rated: ★

Compliance Zone Designation		
12/21/2018	Licensing Study	Support
05/10/2018	POI Follow Up	Good Standing
04/24/2018	Monitoring Visit	Support

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	Rm A: 1st Left	Six Year Olds and Over	1	12	C	14	C	NA	NA	Free Play
Main	Rm B: 1st Right	Infants and One Year Olds	2	9	C	12	C	NA	NA	Nap, Floor Play, Centers
Main	Rm C: 2nd Right	One Year Olds	1	6	C	11	C	NA	NA	Centers
Main	Rm D: 2nd Right (inside Rm C)	One Year Olds	1	4	C	11	C	NA	NA	Centers
Main	Rm E: 3rd Right	Two Year Olds	2	10	C	18	C	NA	NA	Centers
Main	Rm F: 4th Right	Infants	2	9	C	15	C	NA	NA	Centers
Main	Rm G: 2nd Left	Six Year Olds and Over	1	25	C	21	NC	NA	NA	Free Play
Main	Rm H: 3rd Left	Two Year Olds and Three Year Olds	1	13	C	15	C	NA	NA	Free Play
Main	Rm I: 5th Right	Three Year Olds	2	12	C	20	C	NA	NA	Circle Time
Main	Rm J: 4th Left	PreK	1	15	C	21	C	NA	NA	Circle Time
Main	Rm K: 6th Right	PreK	2	15	C	20	C	NA	NA	Circle Time
Main	Rm L: 5th Left	Six Year Olds and Over	2	17	C	25	C	NA	NA	Circle Time, Centers

Total Capacity @35 sq. ft.: 203

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 147

Total Capacity @35 sq. ft.: 203

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (4+ Years)	33	C
Main	B (3+ Years)	74	C

Comments

Plan of Improvement: Developed This Date 12/21/2018

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).



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.

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.

- 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.

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

Shannon Atchison, Program Official

Date

Glecia Carter, 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-.03 Activities

Technical Assistance

Technical Assistance

Discussed lesson plans and daily schedules with the director.

Correction Deadline: 12/21/2018

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**

Parent agreements observed obtained/completed.

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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 in classroom G, there were 25 children present in a space licensed for 21 children.

POI (Plan of Improvement)

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

Correction Deadline: 12/21/2018

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation there was an unlocked cabinet with cleaning supplies and a staff bag in classrooms J, H and E. Additionally, there were no locks on the cabinet under the sink in classroom C where cleaning supplies and a staff bag were stored.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 12/21/2018

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

Discussed the maintenance of the playground due to inclement weather conditions.

Food Service

591-1-1-.15 Food Service & Nutrition**Not Met****Finding**

591-1-1-.15(5) requires that the Center provide a menu listing all meals and snacks to be served during the current week except for School-age Centers where the food may be provided by the Parent(s) by agreement between the School-age Center and the Parent(s). Substitutions shall be recorded on the posted menu and menus shall be retained at the Center for six (6) months. It was determined based on observation that substitutions for turkey sandwiches were not posted on the menu prior to serving fried chicken to children in care for lunch.

POI (Plan of Improvement)

The Center will list all of the current week's meals and snacks and all substitutions on the menu and keep past menus on file for six months and will implement a system to monitor this.

Correction Deadline: 12/21/2018

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Proper diapering procedures observed.

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

Staff were observed to remind children to wash hands.

Comment

Warm running water in regards to proper hand washing of children and staff was discussed with the director on this date.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Observed all required posted notices.

591-1-1-.29 Required Reporting**Met****Comment**

Thank you for reporting as required.

Safety

591-1-1-.05 Animals**Met****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)**Met****Comment**

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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.

Staff Records**Records Reviewed: 28****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 02/17/2018	
Staff # 2	Met
Date of Hire: 08/25/2013	
Staff # 3	Met
Date of Hire: 07/25/2017	
Staff # 4	Met
Date of Hire: 09/01/2010	
Staff # 5	Met
Date of Hire: 01/28/2015	
Staff # 6	Met
Date of Hire: 11/08/2018	
Staff # 7	Met
Date of Hire: 08/31/2017	
Staff # 8	Met
Date of Hire: 03/25/2013	
Staff # 9	Met
Date of Hire: 08/31/2017	
Staff # 10	Met
Date of Hire: 11/28/2018	
Staff # 11	Met
Date of Hire: 08/31/2017	
Staff # 12	Met
Date of Hire: 08/23/2010	
Staff # 13	Met
Date of Hire: 06/27/2017	

Staff # 14 Date of Hire: 01/24/2017	Met
Staff # 15 Date of Hire: 08/30/2017	Met
Staff # 16 Date of Hire: 09/09/2009	Met
Staff # 17 Date of Hire: 01/18/2012	Met
Staff # 18 Date of Hire: 10/26/2017	Met
Staff # 19 Date of Hire: 08/23/2018	Met
Staff # 20 Date of Hire: 11/08/2018	Met
Staff # 21 Date of Hire: 03/13/2017	Met
Staff # 22 Date of Hire: 11/01/1992	Met
Staff # 23 Date of Hire: 11/08/2018	Met
Staff # 24 Date of Hire: 09/01/2013	Met
Staff # 25 Date of Hire: 08/13/2012	Met
Staff # 26 Date of Hire: 08/12/2013	Met
Staff # 27 Date of Hire: 08/23/2018	Met
Staff # 28 Date of Hire: 08/31/2017	Met

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Technical Assistance

Technical Assistance

Discussed CRC Policy change after October 1, 2018 regarding Director's Comprehensive Satisfactory Determination.

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

Met

Comment

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

591-1-1-.33 Staff Training

Met

Comment

Discussed staff annual training for 2018 with the director. Annual training for 2017 was evaluated during last regulatory visit.

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)

Technical Assistance

Technical Assistance

Discussed combining children of mixed ages with the director.

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

Met

Comment

Adequate supervision observed on this date.