



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: 9/5/2018 **VisitType:** Monitoring Visit **Arrival:** 9:20 AM **Departure:** 11:15 AM

CCLC-3331

The Learning Tree Day School, Inc.

11 Hwy 138 SE Riverdale, GA 30274 Clayton County
 (770) 471-8740 mclincy@tltds.com

Regional Consultant

Ruby Norman

Phone: (770) 405-7959

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laura.davis@decal.ga.gov

Mailing Address

11 Highway 138 SE
 Riverdale, GA 30274

Quality Rated: ★ ★ ★

Compliance Zone Designation		
09/05/2018	Monitoring Visit	Good Standing
05/23/2018	Licensing Study	Good Standing
11/30/2017	Monitoring Visit	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
II	Pre-K A	PreK	2	21	C	23	C	32	C	Art
II	Pre-K B	PreK	2	19	C	18	NC	NA	NA	Transitioning
Total Capacity @35 sq. ft.:			41		Total Capacity @25 sq. ft.: 151					
Main	Home School		0	0	C	11	C	NA	NA	
Main	One's	One Year Olds and Two Year Olds	2	10	C	18	C	NA	NA	Diapering, Transitioning
Main	Pre-K #3	PreK	2	20	C	25	C	NA	NA	Circle Time
Main	Private Pre-K	PreK	1	12	C	17	C	NA	NA	Centers
Main	Three's	Three Year Olds	1	5	C	16	C	NA	NA	Centers
Main	Two's		0	0	C	23	C	NA	NA	
Total Capacity @35 sq. ft.:			110		Total Capacity @25 sq. ft.: 151					
Total # Children this Date: 87			Total Capacity @35 sq. ft.:		Total Capacity @25 sq. ft.:					
			151		151					

Building	Playground	Playground Occupancy	Playground Compliance

Comments

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).



Please refer to the website, <http://www.dec.state.ga.us/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.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

Lisa Haynes, Program Official

Date

Ruby Norman, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

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.

Facility

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.

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

Comment

Playground observed to be clean and in good repair.

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.

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

The director stated that no medication is dispensed at this time.

Safety

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

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

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

591-1-1-.30(1)(b)1 - Please ensure to monitor mats for tears and repair or replace the mats as needed.

Correction Deadline: 9/5/2018**Staff Records****Records Reviewed: 13****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/31/2018	
Staff # 2	Met
Date of Hire: 07/23/2004	
Staff # 3	Met
Date of Hire: 11/17/2008	
Staff # 4	Met
Date of Hire: 08/27/2018	
Staff # 5	Met
Date of Hire: 10/13/2015	
Staff # 6	Met
Date of Hire: 08/01/2014	
Staff # 7	Met
Date of Hire: 03/09/2011	

Records Reviewed: 13

Records with Missing/Incomplete Components: 0

Staff # 8 Date of Hire: 07/02/2014	Met
Staff # 9 Date of Hire: 08/25/2014	Met
Staff # 10 Date of Hire: 08/01/2016	Met
Staff # 11 Date of Hire: 08/15/2008	Met
Staff # 12 Date of Hire: 08/01/2016	Met
Staff # 13 Date of Hire: 08/14/2014	Met

Staff Credentials Reviewed: 13

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

Comment

Criminal records checks were observed to be complete.

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

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