



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: 4/3/2019 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 1:20 PM

CCLC-935

An Apple a Day Early Learning Center

3152 Creek Dr. Duluth, GA 30096 Gwinnett County
 (770) 476-5481 anappleadayelc@gmail.com

Regional Consultant

Sherri Thompson
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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.
04/03/2019	Licensing Study	Good Standing	
10/24/2018	Monitoring Visit	Good Standing	
06/14/2018	Complaint Closure	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
Building 1	1L	One Year Olds	1	2	C	10	C	NA	NA	Floor Play
Building 1	1R	Five Year Olds and Six Year Olds and Over	1	7	C	18	C	NA	NA	Free Play
Building 1	2L		0	0	C	13	C	NA	NA	
Building 1	2R	Two Year Olds	1	5	C	15	C	NA	NA	Centers
Building 1	3L	Three Year Olds	1	4	C	13	C	NA	NA	Free Play
Building 1	3R		0	0	C	14	C	NA	NA	
Building 1	4L		0	0	C	0	C	NA	NA	
Building 1	Back R	Three Year Olds and Four Year Olds	1	6	C	0	NC	NA	NA	Centers
Total Capacity @35 sq. ft.: 83			Total Capacity @25 sq. ft.: 0							
Building 2	PreK B		0	0	C	35	C	NA	NA	
Building 2	PreK C		0	0	C	22	C	NA	NA	
Total Capacity @35 sq. ft.: 57			Total Capacity @25 sq. ft.: 0							
Building 3	PreK A		0	0	C	27	C	NA	NA	

Building 3	PreK B		0	0	C	0	C	NA	NA
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Total Capacity @35 sq. ft.: 27

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 24

Total Capacity @35 sq. ft.: 167

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	PG A	0	C
Building 1	PG B	0	C

Comments

The purpose of today's visit was to conduct a Licensing Study. A copy of the visit was provided and reviewed with the Program Director at the conclusion of the visit.

Plan of Improvement: Developed This Date 04/03/2019

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.

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

Renaee Johnson, Program Official

Date

Sherri Thompson, 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-.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

Swimming rules discussed. The center has an on site pool and swimming activities will resume over the summer months.

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. A total of 5 children's records were observed to be complete during the visit.

Facility

591-1-1-.06 Bathrooms	Met
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Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)	Met
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Comment

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR)	Not Met
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Finding

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on measurements taken at four areas of fall zones at all four combination wooden climbers with slides that the fall zones had 2 to 3 inches, in depth, of wood mulch. Due to the height of the equipment these pieces of equipment require a six inch depth of resilient surfacing in the fall zone areas.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 4/17/2019

Food Service

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

Center menu meets USDA guidelines.

Health and Hygiene

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Safety

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

Center does not keep animals on premises.

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)**Met****Comment**

Center does not participate in field trips at this time. Field trips will resume during the summer months.

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined, based on review of transportation documentation to include required transportation training that two out of three drivers for the center had expired transportation training. Transportation training is required to be completed at least every two years.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training. The Program Director will put a system in place to track when transportation training is due.

Correction Deadline: 4/8/2019**Recited on 4/3/2019****Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, tail lights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on consultant's review of required transportation documentation that the two buses used for routine transportation with tags ending in 2037 and 2038 did not have an annual safety check. The safety checks for both vehicles were dated 3/10/18 and are more than a year old.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 4/10/2019

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 14**Records with Missing/Incomplete Components: 7**

Staff # 1

Met

Date of Hire: 01/19/2018

Staff # 2 Date of Hire: 07/31/2018	Met
Staff # 3 Date of Hire: 08/03/2017 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 4 Date of Hire: 01/26/2018	Met
Staff # 5 Date of Hire: 08/13/2007 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 6 Date of Hire: 08/01/2009	Met
Staff # 7 Date of Hire: 02/02/2005 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 8 Date of Hire: 08/01/1982	Met
Staff # 9 Date of Hire: 09/30/2005	Met
Staff # 10 Date of Hire: 03/11/2004 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 11 Date of Hire: 04/20/2006 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 12 Date of Hire: 03/25/2019	Met
Staff # 13	Not Met

Records Reviewed: 14

Records with Missing/Incomplete Components: 7

Date of Hire: 10/15/2013

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 14

Not Met

Date of Hire: 01/06/2016

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff Credentials Reviewed: 14

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

Met

Correction Deadline: 10/25/2018

Corrected on 4/3/2019

.09(1)(a) - All 14 staff records were observed to have satisfactory comprehensive criminal background check determinations during the day of the visit.

Correction Deadline: 10/24/2018

Corrected on 4/3/2019

.09(1)(d) - All 14 staff records were observed to have complete satisfactory Comprehensive Criminal Background check determination results during the day of the visit.

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

Met

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR. All recently hired staff members are required to complete First Aid and CPR certification within their first 90 days of employment.

591-1-1-.33 Staff Training

Not Met

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 the consultant's review of all 14 staff records that 7 staff did not complete 10 hours of annual training in 2018.

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. the Program director will put a system in place to track ongoing annual training hours for staff members.

Correction Deadline: 5/3/2019

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

Comment

Adequate supervision observed on this date.

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

Met

Comment

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