



**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:** 10/24/2019 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 1:30 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**

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@dec.al.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.
10/24/2019	Licensing Study	Good Standing	
04/03/2019	Licensing Study	Good Standing	
10/24/2018	Monitoring Visit	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	Infants and One Year Olds	1	4	C	10	C	NA	NA	Floor Play, Feeding
Building 1	1R		0	0	C	18	C	NA	NA	
Building 1	2L	Two Year Olds	1	7	C	13	C	NA	NA	Floor Play
Building 1	2R		0	0	C	15	C	NA	NA	
Building 1	3L	Two Year Olds	1	8	C	13	C	NA	NA	Centers
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	1	9	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	PreK	2	17	C	22	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 57			Total Capacity @25 sq. ft.: 0							
Building 3	PreK A	PreK	2	18	C	27	C	NA	NA	Centers

Building 3	PreK B	PreK	2	15	C	0	NC	NA	NA	Centers
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Total Capacity @35 sq. ft.: 27

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 78

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 this visit was to conduct a Licensing Study and follow up on previous rule violations.

Plan of Improvement: Developed This Date 10/24/2019

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](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.

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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Rena Johnson, Program Official

Date

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Stacy Whitten, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning  
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### Findings Report

**Date:** 10/24/2019 **VisitType:** Licensing Study

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#### CCLC-935

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.12 Equipment & Toys(CR)

Technical Assistance

##### Comment

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

##### Technical Assistance

591-1-1-.12(1) - Consultant discussed with provider to ensure all children are buckled in with safety straps when seated in bouncy seats or high chairs with straps.

**Correction Deadline: 10/24/2019**

##### Technical Assistance

591-1-1-.12(2) - Consultant discussed with provider to monitor and ensure the rugs in classrooms 1L, 2L and throughout the center are cleaned and disinfected regularly to prevent and remove stains.

**Correction Deadline: 10/24/2019**

#### 591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

##### Comment

Pool not in use at this time, gates observed locked.

### Facility

#### 591-1-1-.06 Bathrooms

Technical Assistance

##### Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

##### Technical Assistance

591-1-1-.06(1) - Consultant discussed with provider to monitor and repair or replace the toilets in classroom back R and sink that were observed to be inoperable on this date, to ensure the adequate number of toilets and sinks are available to maintain the licensed capacity.

**Correction Deadline: 11/23/2019**

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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****Comment**

Please be mindful to keep items that pose a hazard inaccessible to children.

**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 an observation that the following areas were not in good repair on this date:

classroom 2L - a water stain was observed on the ceiling, and chipping paint and peeling wall paper was present on the walls

classroom 3L - the bathroom walls were observed to be stained with residue and in need of cleaning and peeling wallpaper was present on the bathroom walls

classroom 3R- the vent was loose and becoming detached from the ceiling in the boys bathroom

classroom back R- there was a water stain on the ceiling and the trash can lid was observed to be stained with food or other residue

classroom PreK C- the vent cover and light shade was missing from the girls bathroom

classroom PreK B - the vent cover was missing from the girls bathroom, the water fountain was observed to be loose and becoming detached from the sink

Throughout the center - the vents were observed to have dust accumulation present

**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: 11/30/2019**

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

**Technical Assistance**

591-1-1-.26(4) - Consultant discussed with provider to monitor and repair or paint the fencing top rails and gate areas where chipping paint is beginning to develop.

**Correction Deadline: 10/24/2019****Technical Assistance**

591-1-1-.26(6) - Consultant discussed with provider to monitor and repair or replace the swings that are becoming detached on the 1L Preschool and far right PreK playgrounds.

**Correction Deadline: 11/3/2019****Correction Deadline: 4/17/2019****Corrected on 10/24/2019**

**.26(8) - Correction of the previous citation in that adequate resilient surface was observed on this date, please continue to re-fluff and redistribute the mulch to ensure a depth of six inches is maintained in the fall zones.**

**Technical Assistance**

591-1-1-.26(9) - Consultant discussed with provider to monitor and repaint exposed roots throughout the playgrounds to ensure they do not pose tripping hazards.

**Correction Deadline: 10/24/2019****Technical Assistance**

591-1-1-.26(9) - Consultant discussed with provider to monitor the yellow slides on the back right playground, as well as the green turtle outside of the PreK B classroom, where standing water is developing.

Correction Deadline: 10/24/2019

## Food Service

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

Met

**Comment**

Center menu meets USDA guidelines.

**Comment**

Please ensure that bottles are covered and fully labeled with child's full name.

### 591-1-1-.18 Kitchen Operations

Met

**Comment**

Kitchen appears clean and well organized.

**Comment**

Please ensure that all food items are dated and labeled after being opened.

## Health and Hygiene

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

Met

**Comment**

Staff state proper knowledge of diapering procedures.

### 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**

Discussed proper medication documentation and procedures.

**Comment**

The provider stated there has been no recent medication dispensed.

## Policies and Procedures

### 591-1-1-.21 Operational Policies & Procedures

Technical Assistance

**Technical Assistance**

591-1-1-.21(3) - Consultant discussed with provider to ensure that two lock down drills are completed each year.

Correction Deadline: 10/29/2019

## 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)

Met

**Comment**

Field trip documentation observed to be complete.

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

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Correction Deadline: 4/8/2019****Corrected on 10/24/2019****.36(3)(a-b) - Correction of the previous citation in that staff who participate in transportation were observed to have evidence of up to date transportation training on this date.****Correction Deadline: 4/10/2019****Corrected on 10/24/2019****.36(4)(a) - Correction of the previous citation in that consultant observed annual safety checks to be completed for both vehicles on this date.**

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**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**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: 10****Records with Missing/Incomplete Components: 3**

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Staff # 1

Met

Date of Hire: 03/11/2004

Staff # 2

Not Met

Date of Hire: 02/02/2005

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3

Met

Date of Hire: 11/13/2018

Staff # 4

Met

Date of Hire: 09/30/2005

Staff # 5

Met

Date of Hire: 04/18/2013

Staff # 6

Not Met

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 7 Not Met  
 Date of Hire: 08/13/2007  
"Missing/Incomplete Components"  
 .14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8 Met  
 Date of Hire: 04/20/2006

Staff # 9 Met  
 Date of Hire: 10/24/2019

Staff # 10 Met  
 Date of Hire: 08/28/2017

**Staff Credentials Reviewed: 11**

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

**Comment**

Criminal record checks were observed to be complete. Satisfactory comprehensive background checks were observed to be completed for all employees on this date. Consultant reviewed fourteen employee files.

**Comment**

Director provided two file(s) for employees hired since last visit.

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**591-1-1-.14 First Aid & CPR Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that five employees were not observed to have up to date CPR / First Aid certification on this date.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 11/23/2019**

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**591-1-1-.33 Staff Training Met**

**Correction Deadline: 5/3/2019**

**Corrected on 10/24/2019**

**.33(6) - Correction of the previous citation in that consultant observed staff to have begun to complete training for 2019 on this date, please ensure all staff complete the required 10 hours of training each calendar year.**

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

**Comment**

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

<b>Staffing and Supervision</b>
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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**

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