



**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

**Cover Sheet**

**Date:** 11/2/2022    **VisitType:** Licensing Study    **Arrival:** 9:40 AM    **Departure:** 11:50 AM

**CCLC-3233**

**Learning Tree Child Care And Learning Center, The**  
 302 Smith Street Vidalia, GA 30474 Toombs County  
 (912) 537-1119 rachael85@bellsouth.net

**Regional Consultant**

Connie Boatright  
 Phone: (912) 544-9701  
 Fax: (912) 544-9700  
 connie.boatright@decal.ga.gov

**Mailing Address**  
 P.O. Box 1865  
 Vidalia, GA 30475

**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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 11/02/2022                         | Licensing Study  | Good Standing |  |
| 05/04/2022                         | Monitoring Visit | Good Standing |  |
| 11/17/2021                         | Licensing Study  | Good Standing |  |

**Ratios/License Capacity**

| <u>Building</u>                | <u>Room</u>    | <u>Age Group</u>                   | <u>Staff</u>                | <u>Children</u> | <u>NC/C</u> | <u>Max 35 SF.</u>           | <u>35 SF. Comp.</u>         | <u>Max 25 SF.</u> | <u>25 SF. Comp.</u> | <u>Notes</u>                       |   |
|--------------------------------|----------------|------------------------------------|-----------------------------|-----------------|-------------|-----------------------------|-----------------------------|-------------------|---------------------|------------------------------------|---|
| Main                           | A - Left       | Three Year Olds and Four Year Olds | 1                           | 10              | C           | 22                          | C                           | NA                | NA                  | Centers,Transitioning,Lunch        |   |
| Main                           | B-Middle Right | One Year Olds and Two Year Olds    | 1                           | 9               | C           | 22                          | C                           | NA                | NA                  | Art,Outside,Lunch,Transitioning    |   |
| Main                           | C - Far Right  | Infants and One Year Olds          | 1                           | 4               | C           | 8                           | C                           | NA                | NA                  | Free Play,Floor Play,Lunch,Feeding |   |
| Total Capacity @35 sq. ft.:    |                |                                    |                             |                 | 52          | Total Capacity @25 sq. ft.: |                             |                   |                     |                                    | 0 |
| Total # Children this Date: 23 |                |                                    | Total Capacity @35 sq. ft.: |                 |             | 52                          | Total Capacity @25 sq. ft.: |                   |                     |                                    | 0 |

| <u>Building</u> | <u>Playground</u> | <u>Playground Occupancy</u> | <u>Playground Compliance</u> |
|-----------------|-------------------|-----------------------------|------------------------------|
| Main            | Playground - 1    | 39                          | C                            |
| Main            | Playground - 2    | 73                          | C                            |

**Comments**

An in person Licensing Study was conducted on this day. The center director stated there is a total of 7 staff members with one of the 7 being a new hire since the consultant's last visit. The center director stated no medication is administered, no field trips or routine transportation is provided. The center is one star Quality Rated.

Plan of Improvement: No Plan Developed 01/01/0001

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



### Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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)

Sheron Bailey, Program Official

Date

Connie Boatright, Consultant

Date



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**Findings Report**

**Date:** 11/2/2022 **VisitType:** Licensing Study

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The following information is associated with a Licensing Study:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Met**

**Comment**

The consultant observed a variety of age appropriate activities through out the center.

**Correction Deadline: 11/2/2022**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) - The center director will ensure that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean (chipping paint on book shelves and cubbies).

**Correction Deadline: 11/2/2022**

**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: 1**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 2

Met

Child # 3

Met

|           |     |
|-----------|-----|
| Child # 4 | Met |
| Child # 5 | Met |

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**591-1-1-.08 Children's Records**

**Technical Assistance**

**Comment**

Parent agreements observed obtained/completed.

**Comment**

Parent authorizations obtained/completed.

**Technical Assistance**

591-1-1-.08(1) - The center director will ensure that Center Staff maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program (One child file was missing the father's home and work information).

**Comment**

The consultant observed twenty-three children to be signed in and twenty-three children to be present.

**Correction Deadline: 11/2/2022**

|  |                 |
|--|-----------------|
|  | <b>Facility</b> |
|--|-----------------|

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**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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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)**

**Technical Assistance**

**Technical Assistance**

591-1-1-.25(3) - The center director will ensure that 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 (Two-year-old classroom, 1 black runner rug is freyed on 2 corners, 1 green highway rug is freyed on 2 corners, 1 large green rug with the city and boat is soiled, yellow child chairs need to be cleaned or replaced).

**Correction Deadline: 11/2/2022**

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

**Not Met**

**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined tht the following hazards were present:

Large Playground on the left:

- The red metal double slide was chipping paint in several places.
- The red metal dome was chipping paint.

Small Playground on the right:

- One red motorcycle was missing handle bars.
- One wooden board located on the lemonade stand was weathered and rotting and in need of replacement.
- The white PVC pipe enclosing the resilient surface around the red and yellow climber had a six inch gap and was not tight fitting.

**POI (Plan of Improvement)**

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

**Correction Deadline: 11/12/2022**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that one large active ant bed and five small active ant beds were located on the three and four-year-old playground and accessible to the children.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 11/12/2022**

**Recited on 11/2/2022**

**Food Service**

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

**Met**

**Comment**

The consultant observed that the meal served to the children matched the menu for today's date.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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**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

Staff state proper knowledge of diapering procedures.

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

Met

#### Comment

Proper hand washing observed throughout the center.

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

Met

#### Comment

The Provider currently does not dispense/administer medication.

## Policies and Procedures

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

Met

#### Comment

Program observed complete emergency drills

### 591-1-1-.22 Parental Access

Met

#### Comment

The consultant observed the parental access notice to be posted on the parent bulletin board.

**Correction Deadline: 11/2/2022**

### 591-1-1-.27 Posted Notices

Technical Assistance

#### Technical Assistance

The center director will ensure that the Center post in a designated area for public viewing near the front entrance the following: the Center's current License or Permit; a copy of these rules; a copy of the current communicable disease chart; a statement allowing Parent(s) access to all child care areas upon notifying any staff member of his or her presence; names of persons responsible for the administration of the Center in the administrator's absence; the dated current week's menu for meals and snacks; emergency plans for severe weather, fire, and other emergency situations; a statement requiring visitors to check in with Staff when entering the Center; no smoking signs; and a notice provided by the Department which advises Parents of their right to review a copy of the Center's most recent licensure evaluation report upon request to the Center Director. The Center shall provide any Parent with a copy of this evaluation report upon request ( Director Designee, and Consumer Products notice).

**Correction Deadline: 11/2/2022**

## 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.

**Comment**

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

**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.

**Correction Deadline: 5/4/2022**

**Corrected on 11/2/2022**

**.30(2) - The previous citation was observed to be corrected on this day.**

**Staff Records**

**Records Reviewed: 8**

**Records with Missing/Incomplete Components: 4**

|   |         |
|---|---------|
| Staff # 1                                   | Met     |
| Date of Hire: 05/20/2002                    |         |
| Staff # 2                                   | Met     |
| Date of Hire: 11/04/2003                    |         |
| Staff # 3                                   | Not Met |
| Date of Hire: 10/14/2021                    |         |
| <u>"Missing/Incomplete Components"</u>      |         |
| .33(4)-Food Prep Training Missing 4 hrs.    |         |
| Staff # 4                                   | Not Met |
| Date of Hire: 07/28/2022                    |         |
| <u>"Missing/Incomplete Components"</u>      |         |
| .14(2)-First Aid Missing,.14(2)-CPR missing |         |
| Staff # 5                                   | Met     |
| Date of Hire: 01/16/2006                    |         |
| Staff # 6                                   | Not Met |
| Date of Hire: 11/05/2012                    |         |
| <u>"Missing/Incomplete Components"</u>      |         |
| .33(5)-10 Hrs. Annual Training              |         |
| Staff # 7                                   | Not Met |
| Date of Hire: 01/16/2006                    |         |
| <u>"Missing/Incomplete Components"</u>      |         |

.33(5)-10 Hrs. Annual Training

Staff # 8

Met

Date of Hire: 05/07/2021

**Staff Credentials Reviewed: 5**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 1 file(s) for employees hired since last visit.

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

**Met**

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

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

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.33(4) - The center director will ensure that within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage.

**Correction Deadline: 12/2/2022**

**Technical Assistance**

591-1-1-.33(5) - The center director will ensure that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. Staff number 6 completed two of ten hours for the fiscal year of 2021 and staff number 8 completed four of ten hours for the fiscal year of 2021.

**Correction Deadline: 12/2/2022**

**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**

Adequate supervision observed on this date.