



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: 6/26/2023 **VisitType:** Monitoring Visit **Arrival:** 11:30 AM **Departure:** 6:15 PM

CCLC-1583

The Learning Tree Academy

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Lead Consultant

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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.
06/26/2023	Monitoring Visit	Good Standing	
06/08/2022	Monitoring Visit	Good Standing	
01/13/2022	Incident Investigation 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	Two Year Olds	2	9	C	22	C	NA	NA	Nap,Lunch,Transitioning
Building 1	1R	Three Year Olds	2	10	C	22	C	NA	NA	Transitioning,Lunch
Building 1	2L	Two Year Olds and Three Year Olds	2	12	C	22	C	NA	NA	Nap
Building 1	2R	Three Year Olds and Four Year Olds	2	12	C	23	C	NA	NA	Lunch,Transitioning
Building 1	Cafeteria		0	0	C	32	C	NA	NA	
Total Capacity @35 sq. ft.: 121					Total Capacity @25 sq. ft.: 0					
Building 2	1L back	One Year Olds and Two Year Olds	1	4	C	10	C	NA	NA	Nap
Building 2	1L front	One Year Olds and Two Year Olds	2	9	C	18	C	NA	NA	Nap
Building 2	1R	Infants	2	8	C	14	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 42					Total Capacity @25 sq. ft.: 0					
Building 3	Downstairs-1L	Four Year Olds and Five Year Olds	1	13	C	20	C	NA	NA	Nap
Building 3	Downstairs-2L	Four Year Olds and Five Year Olds	1	11	C	18	C	NA	NA	Nap
Building 3	Gym	Six Year Olds and Over	1	12	C	62	C	NA	NA	Free Play

Building 3	Media Center		0	0	C	13	C	NA	NA	
Building 3	Upstairs 1L	Six Year Olds and Over	2	14	C	19	C	NA	NA	Outside
Building 3	Upstairs- 1R	Six Year Olds and Over	2	28	C	39	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 171					Total Capacity @25 sq. ft.: 0					
Building 4	Cabin 1		0	0	C	15	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 15					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 142					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Building 1	Playground A-Rt side	102	C
Building 1	Playground B-Middle	70	C
Building 1	Playground C-Left side	56	C
Building 2	Playground-Infant	32	C
Building 2	Screened Porch	6	C
Building 3	Playground	75	C

Comments

This is a monitoring visit and follow up visit from the previous visit on June 8, 2022.

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Stephens County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

You must be sure to enter all temporary closures (vacation, emergencies, holidays etc...) in DECAL KOALA at all times under the Required Report tab whenever your facility is closed temporarily because you are not caring for children for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

Please ensure that director and staff responsible for food preparation completes the four (4) hours of nutrition training as soon as possible but within the first year of employment.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director. Please ensure that directors ensure that they also complete the transportation training upon being hired at the center.

Provided updated orientation checklist.

One Day Letter Left

Plan of Improvement: Developed This Date 06/26/2023

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/RuleAndRegulations.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), do the following:

- 1) Log into DECAL KOALA 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)



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 for more information. Free technical assistance is available!

Logan Herring-Harris, Program Official

Date

Kimaya Gallimore, Lead 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)

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please ensure that all equipment are in good repair at all times.

Correction Deadline: 6/26/2023

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

Met

Comment

Swimming rules discussed.

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)

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 that the following hazards were observed to be accessible:

-1R: There were plastic bags and flushable wipes packaging accessible in children's cubbies which read keep out of reach of children.

-2R: Plastic wipes packaging was observed to be accessible in a child's back pack.

-Building 3 Downstairs 1L: In a drawer of the teacher's desk, neosporin, adult scissors and white out were accessible. Also, in an unlocked closet, goo be gone was observed accessible.

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. The items were removed during the visit.

Correction Deadline: 6/26/2023

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

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

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

Discussed proper medication documentation and procedures.

Safety

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Finding

591-1-1-.36(4)(b) requires that the interior of a transportation vehicle be clean, in safe repair and free of hazardous items, objects and/or other non-essential items which could cause injury. It was determined based on observation that the vehicle tag number PB 2883, PRP 9043 and AWQ 5262 vents were observed to be missing or in need of repair.

POI (Plan of Improvement)

The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 8/4/2023

Technical Assistance

591-1-1-.36(7)(b) - Please ensure that the physician's information is included along with emergency contact address on the medical emergency forms.

Correction Deadline: 6/27/2023

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #14, hired on September 13, 2022, did not have evidence of having submitted a fingerprint application.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure to complete a fingerprint application for staff prior to them being present at the center to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the CRC modules regarding criminal records to ensure the CRC rules are maintained.

Correction Deadline: 6/26/2023**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined that staff #14, hired on September 13, 2022, did not have evidence of a comprehensive letter on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure to receive a completed a records check determination for staff prior to them being present at the center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the childcare industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will review the CRC modules regarding criminal records to ensure the CRC rules are maintained. The consultant observed an application to be submitted during the visit.

Correction Deadline: 6/26/2023

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 staff #26, hired on April 11, 2022 did not have current evidence of CPR and First Aid and staff #41 hired on April 14, 2022 did not have current evidence of CPR, it was completed online.

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. The director is working on scheduling a class.

Correction Deadline: 7/26/2023

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. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.