



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: 8/5/2021 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:15 AM **Departure:** 11:00 AM

CCLC-27666

LeapFrog Early Learning Academy

3740 Flat Shoals Road Union City, GA 30291 Fulton County
 (770) 306-8181 lisapolkleapfrogacademies@yahoo.com

Regional Consultant

LaToya Longshore

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Mailing Address

905 Yale Rd
 Boulder, CO 80305

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.
08/05/2021	Complaint Investigation Follow Up	Good Standing	
07/19/2021	Complaint Closure	Good Standing	
07/16/2021	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
Main	1st Left	One Year Olds	2	14	C	14	C	NA	NA	Outside
Main	1st Right	Infants	3	8	C	14	C	NA	NA	Nap,Floor Play
Main	2nd Left	Two Year Olds	2	15	C	20	C	NA	NA	Music
Main	2nd Right	Three Year Olds	3	15	C	15	C	NA	NA	Transitioning
Main	Down Front	Three Year Olds and Four Year Olds and Five Year Olds	2	23	C	26	C	37	C	Centers
Main	Down Rear	Six Year Olds and Over	1	12	C	19	C	27	C	Centers
Total Capacity @35 sq. ft.: 108					Total Capacity @25 sq. ft.: 127					
Total # Children this Date: 87					Total Capacity @25 sq. ft.: 127					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Playground	91	C
Main	Side Playground	23	C

Comments

The purpose of this visit is to conduct a Complaint Investigation follow up. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 08/05/2021

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 New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

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

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)

Lisa Polk, Program Official

Date

LaToya Longshore, Consultant

Date



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Findings Report

Date: 8/5/2021 **VisitType:** Complaint Investigation Follow Up **Arrival:** 10:15 AM **Departure:** 11:00 AM

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The following information is associated with a Complaint Investigation Follow Up:

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

Comment

Discussed movement of children to maintain capacities.

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

Correction Deadline: 7/16/2021

Corrected on 8/5/2021

Previous citation corrected. During the virtual walk through, cabinets in the 1L left classroom were locked and cleaning supplies were not accessible to children.

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 based on observation of the school age playground, one of the two basketball goals has a broken rim.

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 and in good repair.

Correction Deadline: 8/5/2021

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 of the toddler playground, there was a hole present that is a potential trip hazard.

POI (Plan of Improvement)

Per administrator, repairs will be corrected immediately.

Correction Deadline: 9/16/2021

Recited on 8/5/2021

Health and Hygiene

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

Met

Correction Deadline: 7/16/2021

Corrected on 8/5/2021

Previous citation corrected. Cleaning sprays were not observed accessible to children or hanging from the diapering table on this date.

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

Met

Correction Deadline: 7/16/2021

Corrected on 8/5/2021

Previous citation correct. Hand washing was not directly observed; however staff stated proper knowledge of hand washing procedures.

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

Met

Comment

Discussed proper medication documentation and procedures.

Sleeping & Resting Equipment

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

Met

Correction Deadline: 7/16/2021

Corrected on 8/5/2021

Previous citation corrected. During the virtual walk through, all cribs were observed with only an individual, tight fitting sheet.

Correction Deadline: 7/16/2021

Corrected on 8/5/2021

Previous citation corrected. During the virtual walk through, consultant observed one infant asleep on their backs in the crib.

Correction Deadline: 7/16/2021

Corrected on 8/5/2021

Previous citation corrected. During the virtual walk through, there were no infant's observed sleeping in equipment other than safety approved cribs.

Staff Records

Records Reviewed: 19

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 06/01/2021

Staff # 2

Met

Date of Hire: 03/30/2021

Staff # 3	Met
Date of Hire: 05/27/2021	
Staff # 4	Met
Date of Hire: 12/03/2018	
Staff # 5	Met
Date of Hire: 04/12/2021	
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Date of Hire: 03/11/2021	
Staff # 10	Met
Date of Hire: 06/28/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 11	Met
Staff # 12	Met
Date of Hire: 07/25/2019	
Staff # 13	Met
Date of Hire: 07/05/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Staff # 15	Met
Date of Hire: 08/19/2014	
Staff # 16	Met
Date of Hire: 03/11/2018	
Staff # 17	Met
Date of Hire: 08/08/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18	Met
Date of Hire: 12/02/2020	
Staff # 19	Met

Date of Hire: 08/03/2020

Staff Credentials Reviewed: 1**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Consultant requested to view all Criminal Record checks for all 19 employees. Director stated that there have been no new hires since last visit

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

Training will be observed at the next regulatory visit.

POI (Plan of Improvement)

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 8/5/2021**Recited on 1/1/0001****591-1-1-.33 Staff Training****Defer****Defer**

Training will be observed at the next regulatory visit.

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.

Correction Deadline: 8/5/2021**Recited on 1/1/0001****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****Correction Deadline: 7/16/2021****Corrected on 8/5/2021**

Previous citation corrected. Consultant observed staff providing adequate supervision.

591-1-1-.32 Supervision(CR)**Met****Comment**

Discussed proper supervision: responding promptly, bathrooms and playgrounds.