



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: 3/27/2024 **VisitType:** Licensing Study

Arrival: 10:10 AM **Departure:** 5:30 PM

CCLC-1583

The Learning Tree Academy

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Lead Consultant

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Joint with: Amanda Schofield

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.
03/27/2024	Licensing Study	Good Standing	
08/24/2023	Incident Investigation & Follow Up	Good Standing	
06/26/2023	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	Two Year Olds	2	12	C	22	C	NA	NA	Outside, Transitioning
Building 1	1R	Three Year Olds	2	13	C	22	C	NA	NA	Centers, Story
Building 1	2L	Two Year Olds and Three Year Olds	2	11	C	22	C	NA	NA	Circle Time
Building 1	2R	Three Year Olds and Four Year Olds	1	11	C	23	C	NA	NA	Centers, Circle Time
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	2	6	C	10	C	NA	NA	Lunch
Building 2	1L front	One Year Olds and Two Year Olds	2	11	C	18	C	NA	NA	Story, Lunch
Building 2	1R	Infants	3	7	C	14	C	NA	NA	Free Play, Feeding, Floor Play
Total Capacity @35 sq. ft.: 42			Total Capacity @25 sq. ft.: 0							
Building 3	Downstairs-1L	Four Year Olds	2	13	C	20	C	NA	NA	Circle Time, Outside
Building 3	Downstairs-2L	Four Year Olds and Five Year Olds	2	13	C	18	C	NA	NA	Transitioning, Outside
Building 3	Gym		0	0	C	62	C	NA	NA	
Building 3	Media Center		0	0	C	13	C	NA	NA	

Building 3	Upstairs 1L		0	0	C	19	C	NA	NA	
Building 3	Upstairs- 1R	Five Year Olds and Six Year Olds and Over	2	16	C	39	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 171					Total Capacity @25 sq. ft.: 0					
Building 4	Cabin 1701	Six Year Olds and Over	1	7	C	24	C	NA	NA	Circle Time
Building 4	Cabin 1703	Six Year Olds and Over	1	10	C	22	C	NA	NA	Outside,Centers
Building 4	Cabin 1705	Six Year Olds and Over	1	16	C	24	C	NA	NA	Outside
Building 4	Cabin 1707	Six Year Olds and Over	1	6	C	24	C	NA	NA	Transitioning
Building 4	Cabin 1709		0	0	C	24	C	NA	NA	
Total Capacity @35 sq. ft.: 118					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 152		Total Capacity @35 sq. ft.: 452			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

The purpose of the visit is to conduct a Licensing Study Visit

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 Gwinnett County Department of Health, if there are any 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 by 8 a.m. (vacation, emergencies, school closures, 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. Please be sure to SAVE the report prior to exiting.

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 or planning on conducting transportation, please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director. Please ensure that directors ensure that they also complete the transportation training upon being hired at the center. Please ensure to contact your consultant for guidance if you have not been conducting transportation and plan on conducting transportation.

**Beginning January 1, 2024, there is a free Transportation Training available on OLLI as ProSolutions will no longer offer the class for free. Also, you will be able to find the Health and Safety Orientation Training, which will be 18 hours, for free as well.

Provided updated orientation checklist.

Share information regarding the indicator manual and utilizing it.

Emailed updated Transportation forms including sample as of October 1, 2023, to begin using immediately.

Discussed regarding ensuring to complete rechecks for Criminal Records checks at least 90 days before the five-year expiration.

Plan of Improvement: No Plan Developed

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.decgal.ga.gov/CCS/RulesAndRegulations.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.

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:

- 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.



QUALITY[™]
RATED
 CHILD CARE



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.

Logan Herring-Harris, Program Official Date

Dianne Clarke, Lead Consultant Date

Amanda Schofield, Regional Consultant



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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)

Technical Assistance

Technical Assistance

591-1-1-.12(2) - Please ensure all vinyl mats are not worn.

Correction Deadline: 3/27/2024

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

Met

Comment

Consultant observed all documents to be complete.

Children's Records

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

Technical Assistance

Technical Assistance

591-1-1-.08(6) - Please ensure that all parents are signing their children in and out daily.

Correction Deadline: 3/27/2024

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)

Met

Comment

No hazards observed accessible to children on this date.

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

Building Three playground was not in use in that the resilient surface was being installed today, March 27, 2024.

Technical Assistance

591-1-1-.26(4) - Please ensure to check the height of the fence to ensure that it is four feet at all times.

Correction Deadline: 3/27/2024

Technical Assistance

591-1-1-.26(6) - Please ensure to check S hooks to ensure that they are closed to prevent incidents.

Correction Deadline: 4/6/2024

Food Service

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

591-1-1-.18(8) - Please ensure to label food items in the fridge.

Correction Deadline: 3/27/2024

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)**Not Met****Finding**

591-1-1-.17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that the classrooms in Building One did not have warm running water as required.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 3/28/2024

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

The Provider currently did not administer daily medication but emergency medication was complete.

Safety

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

Age-appropriate discussion and/or redirection observed.

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 third seat in vehicle tag number PB2883 and PRP 9043 was observed to have the holder missing and holes in the seat back. The third seat in vehicle tag number AWQ 5262 was observed to have a hole.

POI (Plan of Improvement)

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

Correction Deadline: 3/28/2024

Staff Records

Comment

Criminal record checks were observed to be complete.

- Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

- Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

- Please ensure that records checks are redone if there is a six-month (180 calendar days) break in service from the childcare industry.

- Please also ensure that satisfactory records checks are updated before the expiration date of the five year period. The center should submit a renewal 90 days before it expires.

- Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center or home or is supervised at all times by a staff with a comprehensive records check.

- Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

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 #36, hired on November 29, 2023, did not have evidence of hands on training for CPR. The course 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.

Correction Deadline: 4/26/2024

Technical Assistance

591-1-1-.14(3) - Please ensure that ointment/cream's expiration dates are checked regularly.

Correction Deadline: 4/6/2024

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined based on a review of records that staff #24 hired on July 27, 2023, and #29, hired on September 5, 2019, did not have current evidence of education credential on file.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 6/27/2024

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 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.