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: 3/22/2022 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:45 PM

CCLC-24379

Appletree Prep Covington

25 Kirkland Road Covington, GA 30016 Newton County
(678) 342-7180 Shannon@appletreeprep.com

Regional Consultant

LaTanya Barber-Swift

Phone: (470) 346-1054
Fax: (678) 302-3041
latanya.barber-swift@decal.ga.gov

Mailing Address
Same

Quality Rated: ★ ★

Compliance Zone Designation		
03/22/2022	Complaint Closure	Good Standing
03/22/2022	Complaint Investigation & Monitoring Visit	Good Standing
03/16/2022	Complaint Investigation Follow Up	Good Standing

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.

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	1L	GA PreK	3	17	C	21	C	NA	NA	Centers
Main	1R	Infants	2	5	C	14	C	NA	NA	Floor Play
Main	2L Pre-K	Four Year Olds and Five Year Olds	2	14	C	21	C	NA	NA	Centers
Main	2R	Infants and One Year Olds	3	6	C	14	C	NA	NA	Floor Play
Main	3L	Three Year Olds and Four Year Olds	2	12	C	21	C	NA	NA	Lunch
Main	3R	One Year Olds	2	16	C	20	C	NA	NA	Free Play,Nap
Main	4L		0	0	C	30	C	NA	NA	Not In Use
Main	4R	Two Year Olds	2	14	C	20	C	NA	NA	Transitioning,Lunch
Main	5R	Three Year Olds	1	13	C	20	C	NA	NA	Lunch
Main	6R		0	0	C	20	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 201				Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 97		Total Capacity @35 sq. ft.: 201				Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A 6Wk-24 Mo	23	C
Main	B- Preschool	42	C
Main	C-School Age	34	C

Comments
An in person visit was conducted on March 22, 2012.

Plan of Improvement: Developed This Date 03/22/2022

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.decal.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

QUALITY RATED CHILD CARE

CAPS

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 a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal 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 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)

Tonya Porter, Program Official Date

LaTanya Barber-Swift, Consultant Date

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

Findings Report

Date: 3/22/2022 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 10:00 AM **Departure:** 1:45 PM

CCLC-24379

Appletree Prep Covington

25 Kirkland Road Covington, GA 30016 Newton County
(678) 342-7180 Shannon@appletreeprep.com

Mailing Address
Same

Regional Consultant

LaTanya Barber-Swift

Phone: (470) 346-1054
Fax: (678) 302-3041
latanya.barber-swift@decal.ga.gov

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR) **Not Met**

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

Finding
591-1-1-.12(2) requires 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. It was determined based on observation that the following hazards which could pose a hazard to the children were observed:
-Classroom 4R, the handles were missing on the cabinet door located in the housekeeping area. The sink bowl was cracked in the housekeeping area.
-Classroom 3L, the handles were missing on the cabinet door located in the housekeeping area.
-Classroom 5R, a handle was missing on the stove located in the housekeeping area.
-Classroom 6R-the gray bean bag was torn with exposed foam.

POI (Plan of Improvement)
The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 3/22/2022

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment
Center does not provide swimming activities.

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 accessible to children:
-Classroom 1R, had exposed wires located next to the diapering station.
-Classroom 1L, a teacher's bag was located on the bookshelf.
-Classroom 3R, a plastic bag was located on the manipulative area.
-Classroom 2L, disinfectant spray, caulk, and vaseline, and exposed wires were located at the children's cubbies.
-Classroom 3L, a plastic bag, plastic gloves, bubbles, hand sanitizer, neosporin, exposed wires, and Hall's cough drops were located at the children's cubbies.
-Classroom 5R, water wipes were located in a child's cubby.

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.

Correction Deadline: 3/22/2022

Finding
591-1-1-.25(15) requires that any outside storage or equipment area be locked, separated from the children by a barrier or enclosure, and shall not be accessible to the children. It was determined based on observation that the toy storage cabinets located on the Preschool playground did not have lids which could pose a hazard to the children.

POI (Plan of Improvement)
Center Staff will routinely check outside storage or equipment areas to ensure they are locked or otherwise inaccessible to children.

Correction Deadline: 3/22/2022

591-1-1-.26 Playgrounds(CR) **Not Met**

Finding
591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on observation that the fence pole was disconnected from the rear fence on the Preschool playground which could pose a hazard to the children.

POI (Plan of Improvement)
The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 4/12/2022

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 the water hose was exposed on the 6Wk-24 Mo playground which could pose a potential tripping hazard. It was further determined based on observation that a rug, broken table, and broken basketball goal were disposed of on the Preschool playground.

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: 3/22/2022

Food Service

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

Comment
591-1-1-.15(2) - Discussed revision to the written feeding plans for children under the age of 1 years old. Ageappropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

Correction Deadline: 3/22/2022

Comment
591-1-1-.15(7) - Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Correction Deadline: 3/22/2022

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
Please ensure lids remain on trash containing organic waste.

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

Comment
Documentation for medication dispensing observed complete.

Safety

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

Comment
Staff were observed to maintain a positive learning environment on this date.

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

Comment
A current/completed inspection was observed for all vehicles used in transporting children this date.

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 on bus AZE6537, the passenger seats and passenger arm rests had exposed foam.

POI (Plan of Improvement)
The center will maintain that all transportation vehicles are clean, in safe repair, and free from hazards.

Correction Deadline: 5/4/2022

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Not Met**

Finding
591-1-1-.30(1)(b) requires that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two (2) years who can climb out of a crib. It was determined based on observation that a one-year-old child was observed sleeping on the floor..

POI (Plan of Improvement)
The center will ensure that cots and mats are provided for each child who is two (2) years of age or older and who is required to take a nap. and for each child under the age of two years who can climb out of a crib.

Correction Deadline: 3/22/2022

Staff Records

Records Reviewed: 30	**Records with Missing/Incomplete Components: 0**
Staff # 1	Met
Date of Hire: 04/24/2015	
Staff # 2	Met
Date of Hire: 01/03/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 3	Met
Date of Hire: 01/17/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 4	Met
Date of Hire: 01/13/2020	
Staff # 5	Met
Date of Hire: 03/01/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 6	Met
Staff # 7	Met
Date of Hire: 01/17/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 8	Met
Date of Hire: 12/06/2021	
Staff # 9	Met
Date of Hire: 03/02/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 10	Met
Staff # 11	Met
Date of Hire: 01/10/2022	Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 12 Date of Hire: 02/01/2022	Met Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 13 Date of Hire: 10/25/2021	Met
Staff # 14	Met
Staff # 15 Date of Hire: 01/03/2022	Met Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 16	Met
Staff # 17 Date of Hire: 12/20/2021	Met
Staff # 18 Date of Hire: 09/24/2020	Met
Staff # 19	Met
Staff # 20 Date of Hire: 02/15/2022	Met Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 21	Met
Staff # 22 Date of Hire: 08/09/2021	Met
Staff # 23 Date of Hire: 01/03/2022	Met Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 24 Date of Hire: 11/10/2020	Met
Staff # 25 Date of Hire: 11/15/2021	Met
Staff # 26 Date of Hire: 07/12/2021	Met
Staff # 27 Date of Hire: 09/20/2021	Met

Records Reviewed: 30 **Records with Missing/Incomplete Components: 0**

Staff # 28	Met
Date of Hire: 02/01/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 29	Met
Date of Hire: 01/24/2022	Reminder - Health & Safety training is required within 90 calendar days of hired
Staff # 30	Met
Date of Hire: 03/14/2022	Reminder - Health & Safety training is required within 90 calendar days of hired

Staff Credentials Reviewed: 3

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

Comment
Criminal record checks were observed to be complete.

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.