



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: 10/18/2022 **VisitType:** Monitoring Visit

Arrival: 10:45 AM

Departure: 2:30 PM

CCLC-27666

LeapFrog Early Learning Academy

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

Regional Consultant

Princess Walton

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princess.walton@decal.ga.gov

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.
10/18/2022	Incident Investigation/Monitoring Visit	Good Standing	
06/09/2022	Licensing Study	Good Standing	
09/14/2021	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	15	NC	14	NC	NA	NA	Lunch
Main	1st Right	Infants and One Year Olds	4	11	C	14	C	NA	NA	Diapering, Feeding, Nap, Lunch
Main	2nd Left	Two Year Olds and Three Year Olds	3	21	NC	20	NC	NA	NA	Nap
Main	2nd Right	One Year Olds and Two Year Olds	3	15	C	15	C	NA	NA	Lunch
Main	Down Front	PreK	2	19	C	26	C	37	C	Lunch
Main	Down Rear	Four Year Olds	2	21	C	19	NC	27	C	Lunch
Total Capacity @35 sq. ft.: 108						Total Capacity @25 sq. ft.: 127				
Total # Children this Date: 102						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 monitoring visit and to follow-up to previous visit.

Plan of Improvement: Developed This Date 10/18/2022

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.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



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!

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)

Lisa Polk, Program Official

Date

Princess Walton, Consultant

Date



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Findings Report

Date: 10/18/2022 **VisitType:** Monitoring Visit

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Met

Comment

Center does not provide swimming activities.

Facility

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

Not Met

Finding

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on consultant observation that three classrooms were observed to be out of capacity. The 1st left classroom was observed to have 15 children and is license for 14. The 2nd left room was observed to have 21 children and is license for 20. The downstairs rear classroom was observed to have 21 and is license for 19.

POI (Plan of Improvement)

The Center will limit the number of children in this space to the licensed capacity.

Correction Deadline: 10/18/2022

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

Not Met

Technical Assistance

591-1-1-.25(11) - Please ensure that floors and carpets are cleaned.

Correction Deadline: 11/17/2022

Finding

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on consultant observation that the 1st left and 2nd right classrooms had expose outlets without covering that are accessible to children.

POI (Plan of Improvement)

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

Correction Deadline: 10/18/2022

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 consultant observation that gate on the side of the large playground was open and not locked. It was observed that that fence gate on the smaller playground does not lock and trash bag is used try and hold it together.

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: 10/18/2022

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 consultant observation that trash was observed on both playgrounds. Consultant also observed wire hanging down on the side of the wall on the smaller playground and on the ground accessible to children. It was further observed that a tree branches was hanging down and on the back fence that could be a potential hazard to children.

POI (Plan of Improvement)

Per administrator, repairs will be corrected immediately.

Correction Deadline: 10/27/2022

Recited on 10/18/2022

Health and Hygiene

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

Hand washing requirements for diapering were discussed with the director on this date.

591-1-1-.17 Hygiene(CR)**Not Met****Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on consultant observation that one staff did not wash her hands after changing child's diaper.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 10/18/2022

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)**Met****Comment**

Center does not provide routine transportation.

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

591-1-1-.30(1)(d) requires that all sleeping and resting equipment shall be arranged to avoid obstructing access to exit doors, to provide the caregivers access to each child, and to prevent children's access to cords hanging from window treatments and other hazardous objects. To reduce the transfer of airborne diseases, sleeping and resting equipment shall be arranged as follows. There shall be a minimum of twenty-four inch (24") corridor between each row of sleeping or resting equipment. There shall be a minimum of twelve inches (12") between each piece of sleeping or resting equipment in each row of equipment. Children shall be placed on cots and mats so that one child's head is toward another child's feet in the same row. It was determined based on consultant observation that the infant cribs were not 12 inches apart as required.

POI (Plan of Improvement)

The Center will arrange and place sleeping and resting equipment according to the requirements in the rule; will train Staff; and will monitor for continued compliance.

Correction Deadline: 10/18/2022

Staff Records**Records Reviewed: 25****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 01/04/2022	
Staff # 2	Met
Date of Hire: 06/01/2021	
Staff # 3	Met
Date of Hire: 12/03/2018	
Staff # 4	Met
Staff # 5	Met

Staff # 6	Met
Staff # 7	Met
Date of Hire: 07/17/2021	
Staff # 8	Met
Date of Hire: 02/28/2019	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 03/11/2021	
Staff # 11	Met
Date of Hire: 01/06/2022	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 07/25/2019	
Staff # 14	Met
Staff # 15	Met
Date of Hire: 07/05/2021	
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met
Date of Hire: 10/05/2022	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 19	Met
Staff # 20	Met
Date of Hire: 04/11/2022	
Staff # 21	Met
Date of Hire: 08/19/2014	
Staff # 22	Met
Date of Hire: 08/08/2021	
Staff # 23	Met
Date of Hire: 12/02/2020	

Records Reviewed: 25

Records with Missing/Incomplete Components: 0

Staff # 24

Met

Date of Hire: 08/03/2020

Staff # 25

Met

Date of Hire: 10/14/2019

Staff Credentials Reviewed: 2

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

Met

Comment

Criminal record checks were observed to be complete.

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

Met

Correction Deadline: 7/8/2022

Corrected on 10/18/2022

.14(1) - Previous citation was corrected.

591-1-1-.33 Staff Training

Defer

Correction Deadline: 7/13/2022

Corrected on 10/18/2022

.33(4) - Previous citation was corrected.

Defer

591-1-1-.33(5)-Consultant will check training on next 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: 7/8/2022

591-1-1-.31 Staff(CR)

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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)

Technical Assistance

Technical Assistance

591-1-1-.32(7) - consultant discussed supervision with the staff and director.

Correction Deadline: 10/18/2022