



**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:** 5/24/2022 **VisitType:** Monitoring Visit

**Arrival:** 9:40 AM

**Departure:** 11:10 AM

**CCLC-1623**

**Appletree Academy #1**

501 The Pass Martinez, GA 30907 Columbia County  
 (706) 868-6060 bjhj136315@aol.com

**Regional Consultant**

Kesha McNeal

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kesha.mcneal@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
05/24/2022	Monitoring Visit	Good Standing	
11/15/2021	POI Follow Up	Good Standing	
11/09/2021	Incident Investigation Closure	Deficient	

**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	Four Year Olds	1	14	C	16	C	NA	NA	Transitioning
Main	1st Right	Two Year Olds	2	17	C	23	C	NA	NA	Centers, Story, Transitioning
Main	2nd Left	Infants and One Year Olds	2	12	C	16	C	NA	NA	Diapering, Floor Play
Main	2nd Right	Two Year Olds and Three Year Olds	3	26	C	31	C	NA	NA	Circle Time, Transitioning
Main	3rd Left	One Year Olds and Two Year Olds	2	14	C	18	C	NA	NA	Floor Play
Main	3rd Right	GA PreK	2	19	C	26	C	NA	NA	Transitioning, Circle Time
Main	4th Left	GA PreK	2	19	C	23	C	NA	NA	Transitioning, Centers
Total Capacity @35 sq. ft.: 153					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 121					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG- Back Playground	69	C
Main	PG- Left Playground	20	C
Main	PG- Right	53	C

### Comments

An in person visit was completed on May 24, 2022. An Administrative Review was conducted on June 2, 2022. Staff files, transportation documentation, training, and background checks were all reviewed.

Plan of Improvement: Developed This Date 05/24/2022

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/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 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](mailto: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](http://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)

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Heather Case, Program Official

Date

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Kesha McNeal, 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)**

**Met**

**Comment**

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

**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**

**Comment**

Please be mindful to keep items that pose a hazard inaccessible to children. On this date the consultant observed Zip Lock Bags, and Trash Bags in an unlocked cabinet in the 1st right.

**Finding**

591-1-1.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on the consultant's observation that the counter located under the sink in the 4th left classroom had sharp edges. It was further determined based on the consultant's observation that the counter beside the sink area in the 3rd right had sharp edges.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 5/24/2022**

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

591-1-1-.26(6) - Please ensure that playground equipment is 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. On this date the consultant observed three little tikes cars on the back right playground was missing the doors and wheels to the cars.

**Correction Deadline: 6/3/2022****Technical Assistance**

591-1-1-.26(9) - Please ensure that the exposed concrete around the basketball goal on the back playground.

**Correction Deadline: 5/24/2022**

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**Health and Hygiene**

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

Proper diapering procedures observed.

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**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 the consultant's observation that a staff member in the 2nd left classroom was observed re-entering the child care area and did not wash their hands with liquid soap and warm running water as required.

**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: 5/24/2022**

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

The Provider currently does not dispense/administer medication.

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**Safety**

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

Age-appropriate discussion and/or redirection observed.

**Comment**

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

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**591-1-1-.36 Transportation(CR)****Met****Comment**

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

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Technical Assistance****Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of cots, sheets and blankets were observed on this date. Cleaning and disinfecting of cots was discussed with the director on this date.

**Technical Assistance**

591-1-1-.30(4) - Please ensure that if cots are stored in the children's activity room or area, they shall be stored to prevent children's access to them and to allow maximum use of play space. On this date the consultant observed cots accessible in the following classrooms: 3rd left, and 1st right.

**Correction Deadline: 5/24/2022**

<b>Staff Records</b>
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**Records Reviewed: 33****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/23/2021	
Staff # 2	Met
Date of Hire: 04/15/2019	
Staff # 3	Met
Date of Hire: 03/15/1993	
Staff # 4	Met
Date of Hire: 10/07/2002	
Staff # 5	Met
Date of Hire: 01/18/2021	
Staff # 6	Met
Date of Hire: 05/18/2021	
Staff # 7	Met
Date of Hire: 06/07/2021	
Staff # 8	Met
Date of Hire: 08/24/2020	
Staff # 9	Met
Date of Hire: 08/01/2001	
Staff # 10	Met

Date of Hire: 09/16/2021

Staff # 11 Met

Date of Hire: 09/04/2018

Staff # 12 Met

Date of Hire: 05/28/2008

Staff # 13 Met

Date of Hire: 08/06/2021

Staff # 14 Met

Date of Hire: 10/31/1994

Staff # 15 Met

Date of Hire: 10/31/1994

Staff # 16 Met

Date of Hire: 03/29/2021

Staff # 17 Met

Date of Hire: 02/25/2019

Staff # 18 Met

Date of Hire: 03/01/2021

Staff # 19 Met

Date of Hire: 09/20/2021

Staff # 20 Met

Date of Hire: 03/22/2017

Staff # 21 Met

Date of Hire: 03/11/2019

Staff # 22 Met

Date of Hire: 08/06/2001

Staff # 23 Met

Date of Hire: 02/01/2022

Staff # 24 Met

Date of Hire: 06/04/2021

Staff # 25 Met

**Records Reviewed: 33**

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

Date of Hire: 04/26/2021

Staff # 26 Met

Date of Hire: 02/04/2022

Staff # 27 Met

Date of Hire: 03/28/2016

Staff # 28 Met

Date of Hire: 11/01/2021

Staff # 29 Met

Date of Hire: 04/26/2021

Staff # 30 Met

Date of Hire: 09/20/2021

Staff # 31 Met

Date of Hire: 08/23/1996

Staff # 32 Met

Date of Hire: 03/07/2022

Staff # 33 Met

Date of Hire: 06/30/2021

**Staff Credentials Reviewed: 8**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided three file(s) for employees hired since last visit.

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

**Comment**

Complete first aid kits observed in on vehicles.

**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.

**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.

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

Adequate supervision observed on this date.