



**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:** 2/25/2022 **VisitType:** Incident Investigation/Licensing Study

**Arrival:** 2:30 PM **Departure:** 4:00 PM

**CCLC-885**

**La Petite Academy - Crooked Creek**

6275 Crooked Creek Rd. Norcross, GA 30092 Gwinnett County  
 (770) 417-1762 7432@lapetite.com

**Regional Consultant**

Leena Mitchell

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leena.mitchell@decal.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.
02/25/2022	Incident Investigation/Licensing Study	Support	
09/16/2021	Monitoring Visit	Good Standing	
05/07/2021	Complaint Investigation by Phone	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	A - 1R	Infants and One Year Olds	2	8	C	14	C	NA	NA	Floor Play
Main	B- 2R	Two Year Olds	1	9	C	13	C	NA	NA	Snack
Main	C - 3R	Two Year Olds and Three Year Olds	1	8	C	19	C	26	C	Snack
Main	D - 4R	Three Year Olds and Four Year Olds	2	18	C	23	C	32	C	Transitioning
Main	E- Front Left	One Year Olds	2	9	C	14	C	NA	NA	Transitioning, Circle Time
Main	F- 2L		0	0	C	24	C	33	C	Not In Use
Main	G- Back Left	Four Year Olds	1	18	C	22	C	NA	NA	Centers
Main	H- Middle	Six Year Olds and Over	1	17	C	22	C	31	C	Homework, Snack

Total Capacity @35 sq. ft.: 151

Total Capacity @25 sq. ft.: 185

Total # Children this Date: 87

Total Capacity @35 sq. ft.: 151

Total Capacity @25 sq. ft.: 185

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground-Back	32	C
Main	Playground-front left	25	C
Main	Playground-Right	114	C

Main	Playground-second left	21	C
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#### Comments

The purpose of today's visit was to conduct a licensing study/incident investigation with the director.

Plan of Improvement: To Be Submitted 05/05/2022

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 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](mailto: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](mailto: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)

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Dietrich Wright, Program Official

Date

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Leena Mitchell, Consultant

Date



Bright from the Start Georgia Department of Early Care and Learning  
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### Findings Report

**Date:** 2/25/2022 **VisitType:** Incident Investigation/Licensing Study **Arrival:** 2:30 PM **Departure:** 4:00 PM

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The following information is associated with a Licensing Study Visit:

<b>Activities and Equipment</b>
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**591-1-1.03 Activities****Technical Assistance****Technical Assistance**

591-1-1.03(1) - Please ensure that a daily schedule is posted and followed in each classroom that offers developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth.

**Correction Deadline: 2/25/2022**

**Technical Assistance**

591-1-1.03(2) - Please ensure that each classroom has a current lesson plan on site that reflects appropriate instruction practices and activities to support children's development. Please ensure that each lesson plan has a sufficient and various play and learning equipment and materials to support the above program of activities in all developmental areas.

**Correction Deadline: 2/25/2022**

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**591-1-1.12 Equipment & Toys(CR)****Met****Comment**

Discussed adding equipment and toys to enhance variety.

**Comment**

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

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**591-1-1.35 Swimming Pools & Water-related Activities(CR)****Met****Comment**

Center does not provide swimming activities.

<b>Children's Records</b>
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**Records Reviewed: 5**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

**Facility**

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**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Please monitor bathrooms for necessary supplies.

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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**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.

**Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

**Finding**

591-1-1-.25(7) requires that doors to rooms not approved for child care, other than the kitchen doors, be latched or locked so children cannot wander into those areas. Except in School-age Centers, interior Center door locks shall permit Personnel to open the locked room from outside of the room in an emergency. It was determined based on observation that a storage closed in classroom 3R was not able to be locked and the laundry room in classroom 2L was not able to be locked.

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**Correction Deadline: 2/25/2022**

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

Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
  - Potential entrapment hazards in the fence surrounding the playground area.
  - Biting and/or stinging insects (i.e. ants, bees, etc.)
  - Loose and/or weak tree branches surrounding the playground area.
  - Standing water in and around playground equipment after inclement weather.
  - Fluff and redistribute resilient surface as needed.
  - Gates are kept closed between playgrounds.
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**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that there was less than one (1) inch of resilient surface under the swings on the right playground.

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**Correction Deadline: 3/7/2022**

**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 playgrounds had the following hazards:

- Right playground was not kept clean, had exposed tree roots and raised concrete that pose a tripping hazard.
- Second right playground concrete sidewalk was raised and pose a tripping hazard.

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**Correction Deadline: 3/10/2022**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition** **Met**

**Comment**

Center menu meets USDA guidelines.

**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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**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(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 observation that handwashing sinks in three of eight classroom did not have warm running water.

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Correction Deadline: 2/25/2022

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

**Met**

**Comment**

The Provider currently does not dispense/administer medication.

**Organization**

**591-1-1-.16 Governing Body & License**

**Not Met**

**Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that classroom C-3R was being used as a diapering classroom prior to submitting an amendment.

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Correction Deadline: 3/24/2022

**Policies and Procedures**

**591-1-1-.21 Operational Policies & Procedures**

**Met**

**Comment**

Program observed complete emergency drills

**591-1-1-.22 Parental Access**

**Met**

**Comment**

Consultant discussed with provider that as of July 1, 2021, custodial parent(s) of the child shall be permitted access to all child care areas of the child care program at any time their child is in attendance.

Correction Deadline: 2/25/2022

**591-1-1-.27 Posted Notices**

**Met**

**Comment**

Please make sure that all required signs are posted and up to date.

**591-1-1-.29 Required Reporting**

**Not Met**

**Finding**

591-1-1-.29(5) requires the administrator of a Center to submit the annual report within 30 days when the Department requests an annual report. It was determined based on review of records the provider did not submit the required documents within five (5) business days of the regulatory visit on February 25, 2022. The documents were submitted on March 9, 2022.



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**Correction Deadline: 3/27/2022**

<b>Safety</b>
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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

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

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**591-1-1-.13 Field Trips(CR)****Met****Comment**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

**Comment**

The consultant observed the following vehicles to have a current vehicle inspection report on file:

- Vehicle Tag # - RMV 77R2 - Expires March 22, 2022.

**Comment**

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

**Correction Deadline: 3/10/2022**

**Corrected on 2/25/2022**

.36(8) - The consultant observed the previous citation to be corrected in that the consultant observed evidence that children being transported are on the vehicle for less than forty-five minutes.

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

Discussed SIDS and infant sleeping position.

**Comment**

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

<b>Staff Records</b>
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**Records Reviewed: 17****Records with Missing/Incomplete Components: 8**

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Staff # 1

Not Met

Date of Hire: 10/14/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 2

Not Met

Date of Hire: 08/13/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3

Met

Date of Hire: 02/07/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 4

Met

Date of Hire: 01/25/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 5

Not Met

Date of Hire: 10/05/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 6

Not Met

Date of Hire: 08/03/2006

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(5)-10 Hrs. Annual Training

Staff # 7

Not Met

Date of Hire: 09/13/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 8

Not Met

Date of Hire: 10/13/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 9

Met

Date of Hire: 02/01/2021

Staff # 10

Met

Date of Hire: 02/15/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 11

Met

**Records Reviewed: 17****Records with Missing/Incomplete Components: 8**

Date of Hire: 02/22/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 12

Met

Date of Hire: 01/26/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 13

Met

Date of Hire: 02/15/2022

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 14

Met

Date of Hire: 03/24/2021

Staff # 15

Not Met

Date of Hire: 07/28/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 16

Not Met

Date of Hire: 09/16/2021

"Missing/Incomplete Components"

.14(2)-CPR missing

Staff # 17

Met

Date of Hire: 12/01/2021

**Staff Credentials Reviewed: 7****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

The director provided nine files for staff members hired since the previous visit conducted on September 16, 2021. The consultant observed nine of nine newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal records checks were observed to be complete.

**591-1-1-.14 First Aid & CPR****Not Met****Comment**

Complete first aid kits observed in center and on vehicles.

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## Finding

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records that less than fifty percent (50%) of the caregiver staff members did not have evidence of CPR and first aid training.

**Correction Deadline: 3/27/2022**

### 591-1-1-.33 Staff Training

**Not Met**

### Comment

Discussed staff training. Please obtain required documentation.

**Correction Deadline: 3/14/2022**

**Corrected on 2/25/2022**

**.33(3) - The consultant observed the previous citation to be corrected in that the consultant observed new hires since the last visit to have completed health and safety training.**

### Comment

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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**Finding**

591-1-1-.33(5)-591-1-1-.33(5)-91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on review of records that staff member #5, date of hire October 5, 2017, staff member #6, date of hire August 3, 2006, did not complete the required 10 hours of annual training for the year of 2021.

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**Correction Deadline: 3/11/2022**

**Recited on 2/25/2022**

**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.

**Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Not Met**

**Finding**

591-1-1-.32(4)(b) allows children who turn three years old during the regular school year to remain with two year olds for the remainder of the school year but requires agreement from the older child's Parent(s) for the continued placement. It was determined based on observation that in classroom 3R there was one (1) three-year-old child combined with seven (7) two-year-old children without a parental agreement on file.

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**Correction Deadline: 2/25/2022**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times appropriate to the individual age, needs and capabilities of each child. Such supervision must include, but not be limited to, indoor and outdoor activities, mealtimes, naptime, transportation, field trips, and transitions between activities. "Supervision" means that the appropriate number of Staff members are physically present in the area where children are being cared for and are providing watchful oversight to the children, volunteers and Students-in-Training. The persons supervising in the child care area must be alert, positioned to maximize their ability to hear and see the children at all times, and able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the volunteers and Students-in-Training, and provide timely attention to the children's actions and needs. 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. It was determined based on observation that in classroom 2R two (2) two-year-old children were sitting at a table during mealtime and the staff member was not sitting within arm's length away from the children. The staff member was observed to be sitting at a separate table with their back to the children, rather than sit closely to the child, as required. It was also observed that a school-age child was not properly supervised as they walked from the director's office back to their class unattended.

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**Correction Deadline: 2/25/2022**