



**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:** 7/20/2023 **VisitType:** Licensing Study **Arrival:** 1:30 PM **Departure:** 4:00 PM

**CCLC-891**

**La Petite Academy - Indian Trail**

1231 Indian Trail Lilburn Rd. Norcross, GA 30093 Gwinnett County  
 CCLC-891 7433@lapetite.com

**Regional Consultant**

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

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.
07/20/2023	Licensing Study	Good Standing	
03/10/2023	POI Follow Up	Good Standing	
02/22/2023	Licensing Study	Support	

**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	1 Left	Two Year Olds	1	9	C	14	C	NA	NA	Nap
Main	2 L	Infants and One Year Olds	1	3	C	10	C	NA	NA	Nap
Main	Back Left	Five Year Olds and Six Year Olds and Over	2	13	C	21	C	29	C	Centers
Main	Back Right		0	0	C	21	C	29	C	Not In Use
Main	First left Back	One Year Olds	1	7	C	14	C	NA	NA	Nap
Main	Middle Right (entrance)	Three Year Olds and Four Year Olds and Five Year Olds	1	10	C	28	C	NA	NA	Nap
Total Capacity @35 sq. ft.:					108					
Total Capacity @25 sq. ft.:					108					
Total # Children this Date: 42			Total Capacity @35 sq. ft.:			108				
						Total Capacity @25 sq. ft.:				
						108				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG B	0	C
Main	PG Toddler	0	C

**Comments**

The purpose of this visit was to conduct a licensing study.

Plan of Improvement: Developed This Date 07/20/2023

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

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 user id 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)



#### 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!**

Tedra Peeples, Program Official

Date

Leena Mitchell, Regional Consultant

Date



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(Findings Report)

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Mailing Address  
Same

The following information is associated with a Licensing Study:

Activities and Equipment

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

Met

Comment

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

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.

Children's Records

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

Technical Assistance

Technical Assistance

591-1-1-.08 - Please ensure that parents provide and/or update the following information as needed: release to persons' name, phone number, full address and relationship to the child.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
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**Comment**

Center appears clean and well maintained.

**Comment**

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

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<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
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**Comment**

Playground observed to be clean and in good repair.

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

Center menu meets USDA guidelines.

**Comment**

Please ensure that infant feeding forms are updated regularly.

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<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
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**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

Proper diapering procedures observed.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Proper hand washing observed throughout the center.

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

The Provider currently does not dispense/administer medication.

<b>Policies and Procedures</b>
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<b>591-1-1-.21 Operational Policies &amp; Procedures</b>	<b>Met</b>
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**Comment**

Program observed complete emergency drills

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<b>591-1-1-.27 Posted Notices</b>	<b>Met</b>
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**Comment**

Observed all required posted notices.

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<b>591-1-1-.29 Required Reporting</b>	<b>Met</b>
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**Comment**

Thank you for reporting as required.

<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)****Not Met****Comment**

Field trip documentation observed and was discussed on this date.

**Finding**

591-1-1-.13(7) requires Center Staff to ensure each child on a field trip has on their person their name, and the Center's name, address and telephone number. It was determined based on observation that the children did not have the center's address, phone number or the child's name on their person while on a field trip on June 11, 2023.

**POI (Plan of Improvement)**

Center staff will provide name tags for each child to wear on field trips that include all of the required information and will check that each child has the name tag on their person.

**Correction Deadline: 7/20/2023**

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

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of records that the center did not document with a check or other mark/symbol to account for the load and unloading of eleven of eleven children when returning from a field trip to Stevi B's on June 11, 2023.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 7/21/2023****Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on review of records that the center did not document the unload time from a field trip to Steve B's on June 11, 2023.

**POI (Plan of Improvement)**

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 7/21/2023**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

**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.

**Finding**

591-1-1-.30(1)(c) requires that pillows shall not be used by children under two (2) years of age. When used for children two (2) years of age or older, pillows shall be assigned for individual use and covered with pillow cases that are marked for individual use or covered with cases that are laundered daily. Pillow cases that are marked for individual use shall be laundered weekly or more frequently as needed. It was determined based on observation that a one-year-old child was sleeping with a pillow in the Back left middle classroom.

**POI (Plan of Improvement)**

The Center will: remove pillows from any children under two (2) years of age; assign pillows for individual and use pillow cases; mark each pillow case or launder them daily; and launder individually marked pillow cases at least weekly.

**Correction Deadline: 7/20/2023**

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

The director provided four files for staff members hired since the previous visit conducted on March 10, 2023. The consultant observed four of four newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

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

Criminal records checks were observed to be complete.

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

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR.

**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 staff member #13 with a documented date of hire of July 22, 2022 did not obtain first aid and CPR training within the first 90-days of their date of hire.

**POI (Plan of Improvement)**

The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

**Correction Deadline: 8/4/2023**

**Recited on 7/20/2023**

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**591-1-1-.33 Staff Training**

**Defer**

**Defer**

591-1-1-.33(5)- The previous citation was deferred due to the provider having until the end of December 31, 2023, to complete the required 10 hours of annual training. The consultant discussed with the provider to maintain a copy of their completed training certificates for the year 2023 in their personal file or via their Georgia Professional Development System account online.

**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: 2/22/2023**

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

**Met**

**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)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Comment**

A supervision plan was discussed on this date.

**Comment**

Adequate supervision observed on this date.