



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: 8/11/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:00 AM

CCLC-891

La Petite Academy - Indian Trail

1231 Indian Trail Lilburn Rd. Norcross, GA 30093 Gwinnett County
 (770) 925-0614 7433@lapetite.com

Regional Consultant

Leena Mitchell

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Mailing Address

Same

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.
08/11/2021	Licensing Study	Good Standing	
02/16/2021	Monitoring Visit	Good Standing	
09/21/2020	Licensing Study	Good Standing	
			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	1 Left	One Year Olds and Two Year Olds	1	9	C	14	C	NA	NA	Free Play,Centers
Main	2 L	One Year Olds	1	8	C	10	C	NA	NA	Free Play
Main	Back Left	GA PreK	2	17	C	21	C	29	C	Centers
Main	Back Right	GA PreK	2	16	C	21	C	29	C	Centers
Main	First left Back	Infants	2	3	C	14	C	NA	NA	Floor Play
Main	Middle Right (entrance)	Three Year Olds	1	6	C	28	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 108

Total Capacity @25 sq. ft.: 124

Total # Children this Date: 59

Total Capacity @35 sq. ft.: 108

Total Capacity @25 sq. ft.: 124

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

Comments

An Administrative Review was conducted on August 10, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on August 11, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: No Plan Developed

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

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.

- 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)

Date _____

Date



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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 8/11/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:00 AM

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The following information is associated with a Licensing Study:

Activities and Equipment

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

Technical Assistance

Comment

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

Technical Assistance

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.

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

Met

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

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

Technical Assistance

Please ensure that the parents update the following information as needed:

- Parents' personal and/or work telephone numbers and address
- Emergency contact information
- Release to persons' names and addresses
- Children's allergies and/or medical needs

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.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance****Comment**

A virtual walk through was conducted on this date due to the COVID-19 pandemic. The center appeared to be clean and well maintained upon virtual walk through.

Technical Assistance

Please ensure that all potentially hazardous equipment, materials and supplies are stored in a locked area inaccessible to children.

Comment

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

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

Playground observed to be clean. 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.

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 climbing equipment on the toddler playground contained peeling paint on the hand rails that was accessible to children.

POI (Plan of Improvement)

The Center will repair all areas on the playground where peeling paint is accessible to children.

Correction Deadline: 8/27/2021

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

Center menu meets USDA guidelines.

Comment

Discussed new revision as of October 1, 2020, 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.

Comment

Please ensure the new updated infant feeding form is used. The consultant discussed the revised written feeding plans for children under the age of one (1) years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) 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.

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

Kitchen appears clean and well organized.

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

Staff stated proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

591-1-1-.17 Hygiene(CR)**Met****Comment**

Proper hand washing observed throughout the center. Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures**591-1-1-.21 Operational Policies & Procedures****Met****Comment**

Program observed complete emergency drills

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**Met****Comment**

The consultant discussed the updated required reporting requirements regarding suspected cases of child abuse (at the center and/or home) reported to the Department of Family and Children Services, communicable illness required to be reported to the Department of Public Health, and temporary closure of the center via DECAL KOALA.

Safety

591-1-1-.05 Animals	Met
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Comment

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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

Field trip documentation observed to be complete.

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

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

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

- Vehicle Tag # - AXR 5013 - Expires September 17, 2021.

- Vehicle Tag # - AXR 5014 - Expires September 17, 2021.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	Technical Assistance
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Comment

Discussed SIDS and infant sleeping position.

Technical Assistance

Please ensure that cots and mats are used by the same child daily and marked for individual use.

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.

Staff Records

Records Reviewed: 16

Records with Missing/Incomplete Components: 6
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Staff # 1	Met
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Date of Hire: 02/28/2011

Staff # 2	Not Met
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Date of Hire: 10/05/2020

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 3	Met
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Date of Hire: 05/13/2021

Staff # 4	Not Met
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Date of Hire: 08/22/2020

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 5 Met
Date of Hire: 08/16/2017

Staff # 6 Met
Date of Hire: 05/25/2021

Staff # 7 Met
Date of Hire: 05/24/2021

Staff # 8 Not Met
Date of Hire: 08/16/2017

"Missing/Incomplete Components".33(5)-10 Hrs. Annual Training

Staff # 9 Met
Date of Hire: 08/09/2021

Staff # 10 Not Met
Date of Hire: 03/03/2019

"Missing/Incomplete Components".14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 11 Met
Date of Hire: 06/03/2021

Staff # 12 Met
Date of Hire: 10/25/2016

Staff # 13 Not Met
Date of Hire: 05/11/2020

"Missing/Incomplete Components".33(3)-Health & Safety Certificate,.33(5)-10 Hrs. Annual Training,.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 14 Met
Date of Hire: 05/10/2021

Staff # 15 Met
Date of Hire: 03/26/2021

Staff # 16 Not Met
Date of Hire: 02/16/2018

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

Staff Credentials Reviewed: 9

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

The director provided seven files for staff members hired since the previous visit conducted on February 16, 2021. The consultant observed seven of seven 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.

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 the following staff members including the Center Director did not have evidence of current CPR and first aid training:

Staff member # 2 with a documented date of hire of October 5, 2020

Staff member #10 with a documented date of hire of March 3, 2019

Staff member #13 with a documented date of hire of May 11, 2020

Staff member #16 with a documented date of hire of February 16, 2018

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: 9/10/2021

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

Please ensure that newly hired staff members complete the required health and safety orientation training within the first 90-days of their hire date.

Finding

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 the following staff members did not have evidence ten (10) clock hours of annual training: Staff member # 8 with a documented date of hire of August 16, 2017
Staff member #13 with a documented date of hire of May 11, 2020
Staff member #16 with a documented date of hire of February 16, 2018

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: 9/10/2021

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

Please ensure that all newly hired lead teachers that do not possess the educational credentials required of a lead teacher enrolls in a credentialed program within the first six-months of their date of hire and earn their credentials within 18-months of enrolling. Please ensure that each newly hired lead teacher maintains evidence of a current teacher education plan on file.

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.

Comment

Discussed combining children of mixed ages.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.

Comment

Please ensure that staff members are attentive and participating with all children during mealtimes and shall be seated within an arms length away from children 36-months of age and younger.