



**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:** 9/21/2022 **VisitType:** Monitoring Visit

**Arrival:** 12:00 PM

**Departure:** 2:00 PM

**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

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★

Compliance Zone Designation			<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.
09/21/2022	Monitoring Visit	Good Standing	
07/05/2022	Complaint Closure	Good Standing	
06/21/2022	Complaint Investigation Follow Up	Good Standing	

**Ratios/License Capacity**

**Comments**

The purpose of today's visit was to conduct a monitoring visit and follow up on previous citations.

Plan of Improvement: Developed This Date 09/21/2022

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.decal.ga.gov/CCS/RulesAndRegulations.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.

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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.

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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.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Tedra Peeples, Program Official

Date

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Leena Mitchell, 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.

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)

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

Center appears clean and well maintained.

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

591-1-1-.26 Playgrounds(CR)

Met

Correction Deadline: 7/8/2022

Corrected on 9/21/2022

.26(4) - The consultant observed the previous citation to be corrected in that the consultant observed fence to be in good repair on this date.

Correction Deadline: 7/8/2022

Corrected on 9/21/2022

.26(8) - The consultant observed the previous citation to be corrected in that the consultant observed adequate amount of resilient surface beneath the equipment on this date.

Correction Deadline: 7/8/2022

Corrected on 9/21/2022

.26(9) - The consultant observed the previous citation to be corrected in that the consultant observed the playground to be clean, free from liter and free of hazards on this date.

## Health and Hygiene

591-1-1-.07 Children's Health

Met

Correction Deadline: 7/5/2022

Corrected on 9/21/2022

.07(2) - The consultant observed the previous citation to be corrected in that the consultant observed staff to have proper knowledge as to when to notify parents if a child needs medical attention.

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

Met

### Comment

Discussed labeling of "diapering only" areas and staff work stations.

### Comment

Hand washing 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.

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

Met

### Comment

Discussed proper medication documentation and procedures.

## Policies and Procedures

591-1-1-.29 Required Reporting

Met

Correction Deadline: 7/5/2022

Corrected on 9/21/2022

.29(3) - The consultant observed the previous citation to be corrected in that the consultant observed staff to have proper knowledge how and when to report incidents to the Department.

## Safety

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

Met

### Comment

Age-appropriate discussion and/or redirection observed.

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

Not Met

### 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 February 22, 2023.
- Vehicle Tag # - AXR 5014 - Expires February 3, 2023.

**Comment**

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

**Finding**

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that staff members #8 and #9 did not have evidence of a current transportation training certificate on file prior to participating in transportation.

**POI (Plan of Improvement)**

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

**Correction Deadline: 10/1/2022**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of records that there was no signature on the transportation form indicating that the second check of the vehicle was conducted for school transportation services to and from Lilburn Elementary on September 12, 2022 and from Hopkins Elementary on August 4, 2022

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 9/21/2022**

<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**

Please ensure that cribs/cots are labeled 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.

<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 29, 2022. 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-.14 First Aid & CPR** **Met**

**Correction Deadline: 7/15/2022**

**Corrected on 9/21/2022**

**.14(1) - The consultant observed the previous citation to be corrected in that the consultant observed evidence of CPR and first aid for at least 50% of the caregiver staff.**

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

**Correction Deadline: 7/15/2022**

**Corrected on 9/21/2022**

**.33(3) - The consultant observed the previous citation to be corrected in that the consultant observed health and safety training for all newly hired staff.**

**Defer**

591-1-1-.33(5)- The previous citation was deferred due to the provider having until the end of December 31, 2022, 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 2022 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: 9/10/2021**

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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**

**Correction Deadline: 6/21/2022**

**Corrected on 9/21/2022**

**.32(7) - The consultant observed the previous citation to be corrected in that the consultant observed children to be supervised at all times on this date.**