



**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:** 3/1/2018      **VisitType:** Monitoring Visit      **Arrival:** 9:55 AM      **Departure:** 11:25 AM

**CCLC-46743**

**Learning Tree Academy**

24 Cherrywood Court Blue Ridge, GA 30513 Fannin County  
 (706) 633-8198 mylearningtreeacademy@gmail.com

**Regional Consultant**

Colleen Covey  
 Phone: (706) 256-7245  
 Fax: (706) 256-7244  
 colleen.covey@decals.ga.gov

**Mailing Address**  
 Same

**Quality Rated:** No

| <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. |
|------------------------------------|-------------------------|---------------|--|
| 03/01/2018                         | Monitoring Visit        | Good Standing |  |
| 08/29/2017                         | Initial 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                        | A    | Three Year Olds and Four Year Olds | 1     | 7        | C                           | 8          | C            | NA         | NA           | Centers |
| Total Capacity @35 sq. ft.: |      |                                    | 8     |          | Total Capacity @25 sq. ft.: |            | 0            |            |              |         |
| Total # Children this Date: |      |                                    | 7     |          | Total Capacity @35 sq. ft.: |            | 8            |            |              |         |
|                             |      |                                    |       |          | Total Capacity @25 sq. ft.: |            | 0            |            |              |         |


| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | A          | 19                   | C                     |

**Comments**

Follow up to the initial licensing study that was conducted on August 29, 2017 was completed on this date.

Plan of Improvement: Developed This Date 03/01/2018

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.

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), e-mail the following information to [CCSRefutations@decals.ga.gov](mailto:CCSRefutations@decals.ga.gov).

- 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://decals.ga.gov/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.

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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 New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.decals.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decals.ga.gov](mailto:qualityrated@decals.ga.gov)

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TIFFANY ROATH, Program Official

Date

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Colleen Covey, 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**

All equipment was observed to be secured on this date.

**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)** **Technical Assistance**

**Technical Assistance**

591-1-1-.25 - Heater and fan use was discussed with Director.

**Comment**

No hazards observed accessible to children on this date.

**Correction Deadline: 8/29/2017**

**Corrected on 3/1/2018**

**.25(12) - The fan has been moved from the play area.**

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

**Comment**

Playground observed to be clean and in good repair.

**Food Service**

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591-1-1-.15 Food Service & Nutrition

Met

Correction Deadline: 8/29/2017

Corrected on 3/1/2018

.15(5) - This menu for the current week was observed to be posted.

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

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

N/A

**Comment**

The center does not serve diapered children.

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591-1-1-.17 Hygiene(CR)

Met

**Comment**

Proper hand washing observed throughout the center.

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

Met

**Comment**

The Director stated that no medication has been administered since the previous visit was conducted on August 29, 2017.

|               |
|---------------|
| <b>Safety</b> |
|---------------|

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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-.36 Transportation(CR)

N/A

**Comment**

Center does not provide routine transportation.

|   |
|---|
| <b>Sleeping &amp; Resting Equipment</b> |
|---|

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

N/A

**Comment**

The center does not serve infants.

|                      |
|----------------------|
| <b>Staff Records</b> |
|----------------------|

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591-1-1-.09 Criminal Records Check(CR)

Met

**Comment**

Criminal records checks were observed to be complete for all four staff members employed on this date.

The consultant printed copies of the three missing letters for the provider.

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined by a review of staff files that two employees did not complete the training in the required 90 day time frame.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 3/31/2018**

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

Consultant observed staff comply with applicable laws and regulations on this date.

|                                 |
|---------------------------------|
| <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**

Adequate supervision observed on this date.