



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: 11/19/2020 **VisitType:** Licensing Study

Arrival: 12:00 PM

Departure: 3:00 PM

CCLC-16542

Treehouse Academy

2740 Five Forks Trickum Road Lawrenceville, GA 30044 Gwinnett County
 (770) 985-5438 info@treehouseacademy.net

Mailing Address
 Same

Regional Consultant

Margarita Collier

Phone: (770) 342-7934
 Fax: (678) 891-5989
 margarita.collier@decal.ga.gov

Quality Rated: ★ ★

Compliance Zone Designation		
11/19/2020	Licensing Study	Good Standing
02/10/2020	Monitoring Visit	Good Standing
08/05/2019	Licensing Study	Good Standing

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.

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-First Left	PreK	2	16	C	25	C	NA	NA	Circle Time
Main	B-Second Lft	One Year Olds and Two Year Olds	2	14	C	17	C	NA	NA	Nap
Main	C-First Right	Three Year Olds	1	14	C	16	C	NA	NA	Outside, Transitioning
Main	D-Back Middle	Three Year Olds	2	12	C	18	C	NA	NA	Nap
Main	E-Right 1st Left		0	0	C	12	C	NA	NA	
Main	F-BR Prek2	PreK	3	13	C	22	C	NA	NA	Circle Time
Main	G- Prek3	PreK	2	18	C	18	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 128						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 87			Total Capacity @35 sq. ft.: 128			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	2's	93	C
Main	Infant Playground	7	C
Main	Middle Playground	97	C
Main	School Age	109	C
Main	Toddlers Playground	11	C

Comments

An administrative review was completed on November 23, 2020. Staff file, training, and background checks were all reviewed. A virtual inspection was conducted on November 19, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

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

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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

Penny Holt, Program Official

Date

Margarita Collier, Consultant

Date



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Findings Report

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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.

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

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

Met

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

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)

Met

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

Technical Assistance

Technical Assistance

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.
- Repluff resilient surface as needed.

Food Service

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

Technical Assistance

Comment

Center menu meets USDA guidelines.

Technical Assistance

Please ensure that the following information is documented on all infant feeding plans:

- Instructions from the parent(s) shall be updated regularly as new foods are added or other dietary changes are made.
- The child's feeding schedule.
- The amount of formula or breast milk to be given.
- Instructions for the introduction of solid foods.
- The amount of food to be given and notation of any type(s) of commercially premixed formula which may not be used in an emergency because of food allergies.

Health and Hygiene

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

Met

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Staff stated the proper handwashing procedures for children and staff.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.29 Required Reporting

Technical Assistance

Technical Assistance

The consultant discussed required reporting requirements via DECAL KOALA.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

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

Comment

Center does not participate in field trips at this time.

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

Met

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

Met

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: 22

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 09/16/2020	
Staff # 2	Met
Date of Hire: 01/04/2016	
Staff # 3	Met
Date of Hire: 11/10/2020	
Staff # 4	Met
Date of Hire: 05/07/2018	

Staff # 5 Date of Hire: 10/26/2020	Met
Staff # 6 Date of Hire: 03/14/2006	Met
Staff # 7 Date of Hire: 01/19/2016	Met
Staff # 8 Date of Hire: 01/06/2006	Met
Staff # 9 Date of Hire: 05/21/2020	Met
Staff # 10 Date of Hire: 01/06/2006	Met
Staff # 11 Date of Hire: 12/10/2017	Met
Staff # 12 Date of Hire: 09/01/2006	Met
Staff # 13 Date of Hire: 09/28/2020	Met
Staff # 14 Date of Hire: 04/30/2018	Met
Staff # 15 Date of Hire: 02/03/2015	Met
Staff # 16 Date of Hire: 09/07/2018	Met
Staff # 17 Date of Hire: 09/17/2019	Met
Staff # 18 Date of Hire: 08/23/2019	Met
Staff # 19 Date of Hire: 09/06/2006	Met

Staff # 20	Met
Date of Hire: 12/19/2019	
Staff # 21	Met
Date of Hire: 01/19/2016	
Staff # 22	Met
Date of Hire: 10/02/2017	

Staff Credentials Reviewed: 8

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Technical Assistance

Technical Assistance

The consultant discussed the following information regarding criminal record checks with the director:

- Monitor the expiration dates of all staff members' criminal record check letters.
- Submit a portability request via DECAL KOALA for newly hired staff members that have a previous satisfactory comprehensive criminal record check letter issued by the department.
- Ensure that all newly hired staff members have evidence of a satisfactory comprehensive criminal record check letter prior to providing services to children present for care.
- Ensure that all staff members currently on leave and/or seasonal staff members with a six-month break of employment from child care submit an updated criminal record check application and complete the fingerprinting process prior to rendering services for child care services (including staff members on leave of absence).

Comment

The consultant observed 22 of 22 staff members to have evidence of a satisfactory comprehensive criminal record check letter on file.

Comment

The director provided five files for staff members that were hired since the previous visit was conducted on February 10, 2020. The consultant observed five of five newly hired staff members to have evidence of a satisfactory comprehensive criminal record check letter.

591-1-1-.14 First Aid & CPR Technical Assistance

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

Technical Assistance

Please remember that CPR training must be completed in-person. Online CPR training will not be accepted by the department.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required staff training.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020. Staff observed to be compliant with applicable laws and regulations.

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)**Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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.