



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: 11/3/2022 **VisitType:** Licensing Study **Arrival:** 12:25 PM **Departure:** 4:40 PM

CCLC-47763

Advance Preparatory Learning Academy

431 Allgood Road Stone Mountain, GA 30083 DeKalb County
 (404) 907-4685 marj.v1.ej@gmail.com

Regional Consultant

Jessica Johnson
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 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.
11/03/2022	Licensing Study	Good Standing	
05/23/2022	Monitoring Visit	Good Standing	
03/02/2022	Incident Investigation Closure	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-1st Left- 3's Green	Three Year Olds and Four Year Olds	1	14	C	23	C	NA	NA	Nap
Main	B- 2's-2nd left- Red-2's	Two Year Olds	2	17	C	21	C	NA	NA	Nap
Main	C- 4 and up- 3rd Left		0	0	C	16	C	23	C	
Main	D- 4-12-3rd Right	Four Year Olds	1	11	C	29	C	41	C	Nap
Main	E-1's-2nd Right- Yellow		0	0	C	14	C	NA	NA	
Main	F-1stt Right Infants/Tod-Orange	Infants and One Year Olds	2	5	C	15	C	NA	NA	Nap,Floor Play
Total Capacity @35 sq. ft.: 118					Total Capacity @25 sq. ft.: 137					
Total # Children this Date: 47			Total Capacity @35 sq. ft.: 118			Total Capacity @25 sq. ft.: 137				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Back Playground	72	C
Main	Playground Left side	20	C
Main	Playground Right side	36	C

Comments

An on-site inspection was conducted on November 3, 2022 with the Director Tyasha Jones. Staff files, children's files, training, and background checks were all reviewed.

Plan of Improvement: Developed This Date 11/03/2022

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.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 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 for more information. Free technical assistance is available!

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 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.'

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)

Tyesha Jones, Program Official

Date

Jessica Johnson, Consultant

Date



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

Findings Report

Date: 11/3/2022 **VisitType:** Licensing Study

Arrival: 12:25 PM

Departure: 4:40 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Correction Deadline: 5/23/2022

Corrected on 11/3/2022

.03(2) - Citation corrected. Consultant reviewed the updated lesson plans.

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

Technical Assistance

Comment

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

Technical Assistance

591-1-1-.12(4) requires that equipment and furniture is secured if it is of a weight or mass that could cause injury from tipping, falling, or being pulled or pushed over. It was determined based on observation that the following hazards were observed:

Classroom D

- Television unsecured on top of the cubbies.

Correction Deadline: 11/3/2022

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: 1

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Doctor, Clinic, Phone Numbers

Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, intellectual disabilities or developmental disabilities which limit the child's participation in the program. It was determined based on review of records that child # 2 was missing the doctor's contact information.

Correction Deadline: 11/3/2022

	Facility
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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

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

Technical Assistance

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the following hazards were observed:

Classroom E restroom

- Small hole in the wall across from the toilet.

Classroom D

- The first sink cold water nozzle did not work.

Correction Deadline: 11/3/2022

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

Technical Assistance

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

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 following hazards were observed on the playground:

Playground right side
- White trash bag.

Back playground
- Mop propped on the fence.

Vegetation growing on the fence throughout the playground.

Correction Deadline: 11/3/2022

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 were observed to remind children to wash hands.

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

Comment
Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

Technical Assistance
591-1-1-.21(1)(p) - Consultant discussed with Director completing the emergency preparedness plan.

Correction Deadline: 11/8/2022

Comment
Program observed complete emergency drills

Safety

591-1-1-.05 Animals **Met**

Comment
Animals maintained clean and appropriately caged.

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

Comment
Age-appropriate discussion and/or redirection observed.

Finding

591-1-1-.13(6) requires Center Staff to have emergency medical information on each child who goes on a field trip that includes allergies, special medical needs and conditions, current prescribed medications required to be taken on a daily basis for a chronic condition, the name and phone number of the child's doctor, the local medical facility the Center uses in the area where the Center is located, and the telephone numbers where the parent can be reached. The emergency medical information shall be left at the Center as well as taken on the trip in the possession of the adult in charge of the trip. It was determined based on review of records that the following was missing from the vehicle emergency medical forms.

- Five out of 36 doctor's contact information missing.
- One out of 36 emergency contact information missing.
- One out of 36 incomplete vehicle emergency medical forms.

POI (Plan of Improvement)

Center Staff will review emergency medical information for each child who goes on a field trip and obtain any missing information. The Center will ensure that this information is in the possession of both the Center and the required adult on the trip.

Correction Deadline: 11/7/2022**Recited on 11/3/2022**

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

591-1-1-.36(7)(b) requires that an emergency medical information record be maintained in the vehicle for each child being transported. The emergency medical information record for each child shall include a listing of the child's full name, date of birth, allergies, special medical needs and conditions, current prescribed medications that the child is required to take on a daily basis for a chronic condition, the name and telephone number of the child's doctor, the local medical facility that the Center uses in the area where the Center is located and the telephone numbers where the Parents can be reached. It was determined based on review of records that the following was missing from the vehicle emergency medical form.

- One out of 36 emergency contact missing.
- One out of 36 incomplete vehicle emergency medical form.
- Five out of 36 doctors contact information missing.

POI (Plan of Improvement)

The Center will obtain a complete emergency medical information record for each child that is transported and maintain a copy on the vehicle.

Correction Deadline: 11/7/2022**Recited on 11/3/2022****Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle 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; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on review of records that the first check was missing from the passenger checklist on October 12, 2022, from Advance Preparatory Learning Academy to Rockbridge Elementary.

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: 11/4/2022

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 the second check was missing from the passenger checklist on October 12, 2022, from Advance Preparatory Learning Academy to Rockbridge Elementary.

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: 11/3/2022

Sleeping & Resting Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.30(1)(b)4 - Consultant discussed with Director that a light cover be available for each child's use on a cot or mat and shall be marked for individual use or laundered daily.

Correction Deadline: 11/3/2022

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Staff # 2	Not Met
Date of Hire: 11/15/2021	
<u>"Missing/Incomplete Components"</u>	
.24(1)-10 Yr. Work History Missing	
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Date of Hire: 10/07/2019	
Staff # 6	Met
Date of Hire: 11/11/2019	
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met

Date of Hire: 08/02/2021

Staff # 11

Not Met

Date of Hire: 09/09/2020

"Missing/Incomplete Components"

.24(1)-10 Yr. Work History Missing

Staff Credentials Reviewed: 2

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

Met

Comment

Criminal record checks were observed to be complete.

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

Met

Comment

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

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

Met

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.

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

Met

Comment

Adequate supervision observed on this date.