



**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:** 11/19/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:35 AM **Departure:** 2:25 PM

**CCLC-15998**

**Montessori School of Cumming**

4601 Post Road Cumming, GA 30040 Forsyth County  
(770) 205-6773 info@montessorischoolofcumming.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★

<b>Compliance Zone Designation</b>		
11/19/2018	Complaint Investigation & Monitoring Visit	Good Standing
11/19/2018	Complaint Closure	Good Standing
02/06/2018	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	Downstairs-Left	One Year Olds and Two Year Olds	1	6	C	28	C	NA	NA	Transitioning
Main	Downstairs-Right	Six Year Olds and Over	1	12	C	28	C	NA	NA	Centers
Main	Upstairs-Left	Three Year Olds and Four Year Olds and Five Year Olds	2	9	C	29	C	NA	NA	Centers
Main	Upstairs-Right	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	11	C	27	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 112						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 38			Total Capacity @35 sq. ft.: 112			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

**Comments**

Plan of Improvement: Developed This Date 11/19/2018

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).



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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Manisha Khadse, Program Official

Date

Dianne Clarke, Consultant

Date



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

### Findings Report

**Date:** 11/19/2018 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 9:35 AM **Departure:** 2:25 PM

**CCLC-15998**

#### Montessori School of Cumming

4601 Post Road Cumming, GA 30040 Forsyth County  
(770) 205-6773 info@montessorischoolofcumming.com

**Mailing Address**  
Same

#### Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

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.

#### 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)

Not Met

##### Finding

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that a closet in the hall leading to the Downstairs Right classroom was observed to be unlocked and contained cleaning supplies, Lysol spray, plunger, dry mop, and bleach. It was also determined that the following classrooms had hazards accessible:  
Downstairs Right: A stapler and tape dispenser was observed to be accessible on a low shelf.  
Upstairs Left: A tape dispenser was observed to be accessible on a low shelf.  
Upstairs Right: A stapler and tape dispenser was observed to be accessible on a low shelf.

##### POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 11/19/2018**

---

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

---

**Health and Hygiene**

---

---

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

There were no diapered children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

---

**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**

The administrator stated that no medication has been dispensed since the last visit.

---

**Safety**

---

---

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

Age-appropriate discussion and/or redirection observed.

---

**591-1-1-.36 Transportation(CR)****Not Met****Finding**

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined based on a review of records that the vehicle tag number BQ6 6863 used for a field trip on November 7, 2018 did not have evidence of a current annual inspection on file.

**POI (Plan of Improvement)**

The Center will obtain the annual vehicle inspection.

**Correction Deadline: 11/24/2018**

**Correction Deadline: 2/6/2018**

**Corrected on 11/19/2018**

**.36(7)(d)2. - The previous citation was observed to be corrected in that the second check was observed to be completed for a trip to Post Road Library on November 7, 2018.**

---

**Sleeping & Resting Equipment**

---

---

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

Pleasant naptime environment observed.

---

**Staff Records**

---

---

Staff # 1 Date of Hire: 08/03/2015	Met
Staff # 2 Date of Hire: 10/23/2018	Met
Staff # 3 Date of Hire: 08/01/2013	Met
Staff # 4 Date of Hire: 01/04/2016	Met
Staff # 5 Date of Hire: 09/24/2019	Met
Staff # 6 Date of Hire: 03/07/2012	Met
Staff # 7 Date of Hire: 02/27/2017 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 8 Date of Hire: 03/19/2018	Met
Staff # 9 Date of Hire: 05/28/2015	Met
Staff # 10 Date of Hire: 04/20/2017	Met
Staff # 11 Date of Hire: 11/04/2012	Met
Staff # 12 Date of Hire: 10/07/2008	Met
Staff # 13 Date of Hire: 04/16/2014	Met
Staff # 14 Date of Hire: 10/20/2018	Met
Staff # 15	Met

Date of Hire: 10/09/2006

Staff # 16

Not Met

Date of Hire: 07/01/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

**Staff Credentials Reviewed: 16**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided four files for employees hired since last visit.

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

**Not Met**

**Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on observation that two staff did not have current evidence of CPR and First Aid.

**POI (Plan of Improvement)**

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

**Correction Deadline: 12/19/2018**

**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)**

**Not Met**

**Finding**

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on observation that two children were in the hallway outside of the Downstairs right classroom and the glass door was closed and returned to the classroom.

**POI (Plan of Improvement)**

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

**Correction Deadline: 11/19/2018**