



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: 4/3/2018 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 2:00 PM

CCLC-30341

Primrose School of Lawrenceville North

625 Russell Road Lawrenceville, GA 30043 Gwinnett County
 (770) 962-9595 hinesteam@comcast.net

Regional Consultant

Tamra Thomas

Phone: (770) 405-7962

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tamra.thomas@decal.ga.gov

Mailing Address

Same

Quality Rated: No

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. 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.
04/03/2018	Licensing Study	Good Standing	
07/13/2017	Monitoring Visit	Good Standing	
02/10/2017	Complaint Closure	Good Standing	

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	2R- Two's	Two Year Olds	1	4	C	18	C	NA	NA	Circle Time
Main	1L Infant/Toddler	Infants and One Year Olds	2	9	C	10	C	NA	NA	Floor Play, Diapering, Transitioning
Main	1R-Toddlers		0	0	C	12	C	NA	NA	
Main	2L Infants		0	0	C	11	C	NA	NA	
Main	3L Pre-k		0	0	C	21	C	NA	NA	
Main	3R- Three's	Three Year Olds	1	10	C	21	C	NA	NA	Circle Time
Main	4L PRV Pre-K		0	0	C	20	C	NA	NA	
Main	4R- Three's		0	0	C	20	C	NA	NA	
Main	5L A/S		0	0	C	18	C	25	C	
Main	5R Kinder/1st grade	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	10	C	14	C	20	C	Centers

Total Capacity @35 sq. ft.: 165

Total Capacity @25 sq. ft.: 178

Total # Children this Date: 33

Total Capacity @35 sq. ft.: 165

Total Capacity @25 sq. ft.: 178


Building	Playground	Playground Occupancy	Playground Compliance
Main	2nd Left PG	39	C
Main	Left Front	21	C
Main	Right Front	29	C
Main	Right Rear	49	C

Comments

The consultant provided information to the provider on Quality Rated and the Health & Safety online training offered with PSU on this date.

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).



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. 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.

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@decalfga.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://decalfga.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.

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 1/2 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.decalfga.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@decalfga.gov

Felicia Hines, Program Official

Date

Tamra Thomas, Consultant

Date



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Findings Report

Date: 4/3/2018 **VisitType:** Licensing Study **Arrival:** 8:30 AM **Departure:** 2:00 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities**Technical Assistance****Comment**

The provider printed current week's lesson plans for review on this date.

Correction Deadline: 4/3/2018

Technical Assistance

The consultant discussed with the provider to ensure the children in class 1L Infant/toddlers has at least an hour of outdoor activities weather permitting.

Correction Deadline: 4/3/2018

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: 8**Records with Missing/Incomplete Components: 3**

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	

Records Reviewed: 8

Records with Missing/Incomplete Components: 3

.08(3)-Address of Release Person Missing

Child # 4 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5 Met

Child # 6 Met

Child # 7 Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 8 Met

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

Technical Assistance

Technical Assistance

Discussed with the provider to ensure the release persons address is listed on each child's enrollment application.

Correction Deadline: 4/3/2018

	Facility
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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

No hazards observed accessible to children on this date.

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

Not Met

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation the right front swing and right rear swing hooks and chains are rusted and posing a hazard.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 4/20/2018

Correction Deadline: 7/23/2017

Corrected on 4/3/2018

Correction of previous citation. The provider had at least 6 inches of mulch, but the provider will redistribute and re-fluff.

Correction Deadline: 7/13/2017

Corrected on 4/3/2018

Correction of previous citation. The provider had the tree roots grinded down.

Food Service

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

Met

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decals.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Not Met

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that in the 1L Infant/Toddler classroom the teacher did not wash hands in between diapering three children on this date.

POI (Plan of Improvement)

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 4/3/2018

Recited on 4/3/2018

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

Documentation for medication dispensing observed complete.

Safety

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

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment 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****Correction Deadline: 7/14/2017****Corrected on 4/3/2018****Correction of previous citation. The provider had complete transportation checklist for load/unload for the week of March 19-23, 2018 and March 26-30, 2018 to/from Woodward Mill Elementary.**

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: 16****Records with Missing/Incomplete Components: 9**

Staff # 1

Not Met

Date of Hire: 04/10/2017

"Missing/Incomplete Components"

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

Staff # 2

Not Met

Date of Hire: 02/28/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3

Not Met

Date of Hire: 08/27/2007

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 4 Date of Hire: 08/17/2017	Met
Staff # 5 Date of Hire: 08/07/2017	Met
Staff # 6 Date of Hire: 11/07/2016	Met
Staff # 7 Date of Hire: 06/20/2017	Met
Staff # 8 Date of Hire: 04/01/2010 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met
Staff # 9 Date of Hire: 02/20/2018 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Missing	Not Met
Staff # 10 Date of Hire: 07/17/2017 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 11 Date of Hire: 05/31/2016 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 12 Date of Hire: 03/12/2018	Met
Staff # 13 Date of Hire: 08/29/2017 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.33(3)-Health & Safety Certificate	Not Met
Staff # 14 <u>"Missing/Incomplete Components"</u> .33(5)-10 Hrs. Annual Training	Not Met

Staff # 15

Met

Date of Hire: 08/08/2011

Staff # 16

Met

Staff Credentials Reviewed: 16

591-1-1-.09 Criminal Records Check(CR)**Not Met****Finding**

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on a review of records a staff hired February 20, 2018 and February 28, 2018 did not have current record check on file on this date.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center. The two staff completed the fingerprint checks and submitted to DECAL on this date.

Correction Deadline: 4/3/2018

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 a review of records four staff did not have current first aid and CPR on this date.

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: 5/3/2018

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 based on a review of records four staff do not have the current health and safety training on this date.

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: 5/3/2018

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records three staff did not have (10) annual training hours on file this date.

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: 5/3/2018

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

Met

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

Adequate supervision observed on this date.