



**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:** 5/14/2019    **VisitType:** Monitoring Visit    **Arrival:** 11:20 AM    **Departure:** 1:45 PM

**CCLC-30341**

**Primrose School of Lawrenceville North**

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

**Regional Consultant**

Stacy Whitten

Phone: (770) 405-7920

Fax: (404) 478-8021

stacy.whitten@dec.al.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>		
05/14/2019	Monitoring Visit	Good Standing
11/29/2018	Licensing Study	Good Standing
04/03/2018	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	2R- Two's	One Year Olds	2	7	C	18	C	NA	NA	Lunch
Main	1L Infant/Toddler		0	0	C	10	C	NA	NA	
Main	1R-Toddlers	Infants and One Year Olds	1	3	C	12	C	NA	NA	Nap,Floor Play
Main	2L Infants		0	0	C	11	C	NA	NA	
Main	3L Pre-k	Four Year Olds	1	9	C	21	C	NA	NA	Lunch
Main	3R- Three's		0	0	C	21	C	NA	NA	
Main	4L PRV Pre-K	PreK	2	17	C	20	C	NA	NA	Circle Time
Main	4R- Three's	Three Year Olds and Four Year Olds	1	11	C	20	C	NA	NA	Transitioning
Main	5L A/S		0	0	C	18	C	25	C	
Main	5R Kinder/1st grade	Five Year Olds	1	5	C	14	C	20	C	Centers

Total Capacity @35 sq. ft.: 165

Total Capacity @25 sq. ft.: 178

Total # Children this Date: 52

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 purpose of this visit was to conduct a monitoring visit and follow up on previous rule violations.

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.decal.ga.gov/CCS/RulesAndRegulations.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.

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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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).

Get started today! Sign up by completing a short online application: <https://qualityrated.decal.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@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Felicia Hines, Program Official

Date

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Stacy Whitten, Consultant

Date



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### Findings Report

**Date:** 5/14/2019 **VisitType:** Monitoring Visit **Arrival:** 11:20 AM **Departure:** 1:45 PM

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The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.12(2) - Consultant discussed with provider to monitor and repair or replace the red couches in classroom 4R and 5R where rips are beginning to develop in the fabric.

**Correction Deadline: 5/14/2019**

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Center does not provide swimming activities.

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

**Correction Deadline: 11/29/2018**

**Corrected on 5/14/2019**

**.06(7) - Correction of the previous citation in that all bathrooms were observed to be clean on this date.**

**591-1-1-.19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

**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 an observation that the following hazards were accessible to children on this date: Classroom 4R - there were three bottles of sunscreen in children's backpacks, hanging on a low hook; the teacher's desk drawer was unlocked, containing a stapler and staples

Classroom 5R - a "versablade" tool was stored in an unlocked cabinet under the sink, and the teachers desk drawer was unlocked, containing a stapler and staples

**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: 5/14/2019****Recited on 5/14/2019****Technical Assistance**

591-1-1-.25(3) - Consultant discussed with provider to ensure all baseboards are replaced throughout the center where they have been removed for repairs.

**Correction Deadline: 5/14/2019****Technical Assistance**

591-1-1-.25(3) - Consultant discussed with provider to monitor and repair or replace the door handle to the girls bathroom in the 4L classroom (PreK) where it is becoming loose.

**Correction Deadline: 5/14/2019**

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**591-1-1-.26 Playgrounds(CR)****Technical Assistance**

591-1-1-.26 - Consultant discussed with provider to rebluff and redistribute the mulch under the fall zones on the back right playground, under the swings and fall zones.

**Finding**

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined based on an observation that a four inch by six inch hole was present on the front right fencing gate on the right front playground and a five inch gap was observed to be present on the fencing between the right front and back playground area.

**POI (Plan of Improvement)**

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

**Correction Deadline: 5/28/2019****Recited on 5/14/2019****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 following equipment was not of free of hazards and in good repair on this date:

right back playground : one swing was tied up and inoperable, the steps to the slide playset were observed to have cracked plastic and rust accumulation

**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: 5/21/2019**

**Recited on 5/14/2019**

**Technical Assistance**

591-1-1-.26(9) - Consultant discussed with provider to monitor and repair or replace the screen on the right playground where holes are beginning to develop.

**Correction Deadline: 5/14/2019**

**Finding**

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 an observation that the toy cart on the back left playground was missing a wheel and was unstable and created a tipping hazard on this date. It was also determined that a cart was present on the front left playground that had standing water and trash present on the cart.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 5/17/2019**

**Recited on 5/14/2019**

**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.

**Safety**

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

**Comment**

Staff were observed to maintain a positive learning environment on this date.

**591-1-1-.36 Transportation(CR) Technical Assistance**

**Technical Assistance**

591-1-1-.36 - The vehicles had an approved fire extinguisher and first aid kit on this date. Consultant discussed with provider to monitor and replenish the first aid kits on both buses to ensure they are complete.

**Technical Assistance**

591-1-1-.36(4)(b) - Consultant discussed with provider to monitor and repair or replace the seating material on both buses where rips are developing.

**Correction Deadline: 5/15/2019**

Correction Deadline: 11/30/2018

Corrected on 5/14/2019

.36(7)(c)2. - Correction of the previous citation in that consultant observed transportation documentation to be complete on this date.

## Sleeping & Resting Equipment

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

Met

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

Pleasant naptime environment observed.

## Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 2

Staff # 1	Met
Date of Hire: 02/28/2018	
Staff # 2	Met
Date of Hire: 05/23/2018	
Staff # 3	Met
Date of Hire: 12/03/2018	
Staff # 4	Met
Date of Hire: 03/19/2019	
Staff # 5	Met
Date of Hire: 12/10/2018	
Staff # 6	Met
Date of Hire: 05/06/2019	
Staff # 7	Met
Date of Hire: 05/06/2019	
Staff # 8	Met
Date of Hire: 04/08/2019	
Staff # 9	Not Met
Date of Hire: 12/06/2018	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 10	Met
Date of Hire: 04/03/2019	

**Records Reviewed: 17**

**Records with Missing/Incomplete Components: 2**

Staff # 11 Date of Hire: 07/27/2018	Met
Staff # 12 Date of Hire: 04/30/2019	Met
Staff # 13 Date of Hire: 05/06/2019	Met
Staff # 14 Date of Hire: 02/07/2019 <u>"Missing/Incomplete Components"</u> .14(2)-CPR missing,.14(2)-First Aid Missing	Not Met
Staff # 15 Date of Hire: 08/08/2011	Met
Staff # 16 Date of Hire: 08/22/2018	Met
Staff # 17 Date of Hire: 08/23/2018	Met

**Staff Credentials Reviewed: 17**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided ten files for employees hired since last visit.

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**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 that two staff members hired more than 90 days ago did not have evidence of completing the required CPR / First Aid training 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: 6/13/2019**

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**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.

**Correction Deadline: 11/29/2018**

**Corrected on 5/14/2019**

**.31(2)(b)2. - Correction of the previous citation in that lead staff were observed to have credentials on file on this date.**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Correction Deadline: 11/29/2018**

**Corrected on 5/14/2019**

**.32(1) - Correction of the previous citation in that consultant observed appropriate staff/child ratios on this date.**

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

**Met**

**Correction Deadline: 11/29/2018**

**Corrected on 5/14/2019**

**.32(7) - Correction of the previous citation in that consultant observed staff to provided adequate supervision on this date.**