



**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:** 4/2/2019    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 9:35 AM    **Departure:** 2:45 PM

**CCLC-33364**

**Primrose School of Woodstock East**

175 Village Centre East Woodstock, GA 30188 Cherokee County  
 (770) 924-9881 jfidanza@primrosewoodstockeast.com

**Mailing Address**  
 Same

**Regional Consultant**

Twylah Tyner

Phone: (478) 599-9822  
 Fax: (478) 314-5868  
 twylah.tyner@decal.ga.gov

Joint with: Rachael Brown

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
04/02/2019	Complaint Investigation & Monitoring Visit	Support	
04/02/2019	Complaint Closure	Support	
02/12/2019	Incident Investigation & Follow Up	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	A- First Right	Infants	2	9	C	10	C	NA	NA	Diapering, Floor Play	
Main	B-First Left	Infants	2	4	C	14	C	NA	NA	Nap	
Main	C- 2nd left	One Year Olds	2	12	C	14	C	NA	NA	Transitioning	
Main	D- 3rd Left	One Year Olds and Two Year Olds	2	12	C	17	C	NA	NA	Lunch	
Main	E- 4th Left	Two Year Olds	2	14	C	17	C	NA	NA	Transitioning	
Main	F-5th Left	Two Year Olds and Three Year Olds	2	18	C	26	C	NA	NA	Outside	
Main	G- 6th Left	Two Year Olds and Three Year Olds	2	16	C	25	C	NA	NA	Transitioning	
Main	H- Second Right	Five Year Olds and Six Year Olds and Over	2	24	C	26	C	NA	NA	Centers	
Main	I-1st Hallway Right	Four Year Olds	2	26	C	27	C	NA	NA	Outside	
Main	J- 1st Hallway Left		0	0	C	25	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.: 201						Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 135						Total Capacity @35 sq. ft.: 201					Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant Playground	12	C
Main	Preschool Playground	45	C

Main	School Age Playground	89	C
Main	Toddlers Playground	47	C

**Comments**

The purpose of this visit was to conduct a monitoring visit and follow up to the previous visit on February 12, 2019.

Plan of Improvement: To Be Submitted 04/16/2019

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)





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### Findings Report

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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)**

**Met**

**Comment**

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

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

**Technical Assistance**

**Technical Assistance**

Ensure no hazards accessible on playground.

### Health and Hygiene

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

**Met**

**Comment**

Proper diapering procedures observed.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete.

**Safety**

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

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

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**591-1-1-.36 Transportation(CR)****Met****Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

Discussed SIDS and infant sleeping position.

**Staff Records**

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**Records Reviewed: 31****Records with Missing/Incomplete Components: 0**

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Staff # 1	Met
Date of Hire: 02/02/2018	
Staff # 2	Met
Date of Hire: 08/18/2017	
Staff # 3	Met
Date of Hire: 11/12/2012	
Staff # 4	Met
Date of Hire: 02/01/2014	
Staff # 5	Met
Date of Hire: 04/05/2018	
Staff # 6	Met
Date of Hire: 10/29/2018	
Staff # 7	Met
Date of Hire: 09/05/2018	

Staff # 8 Date of Hire: 08/01/2017	Met
Staff # 9 Date of Hire: 01/27/2012	Met
Staff # 10 Date of Hire: 03/22/2015	Met
Staff # 11 Date of Hire: 02/19/2019	Met
Staff # 12 Date of Hire: 10/29/2018	Met
Staff # 13 Date of Hire: 09/05/2018	Met
Staff # 14 Date of Hire: 09/06/2018	Met
Staff # 15 Date of Hire: 02/25/2019	Met
Staff # 16 Date of Hire: 09/15/2015	Met
Staff # 17 Date of Hire: 09/12/2016	Met
Staff # 18 Date of Hire: 02/25/2019	Met
Staff # 19 Date of Hire: 06/15/2017	Met
Staff # 20 Date of Hire: 08/18/2016	Met
Staff # 21 Date of Hire: 08/24/2015	Met
Staff # 22 Date of Hire: 02/09/2018	Met

**Records Reviewed: 31**

**Records with Missing/Incomplete Components: 0**

Staff # 23 Date of Hire: 12/27/2016	Met
Staff # 24 Date of Hire: 11/26/2018	Met
Staff # 25 Date of Hire: 01/27/2012	Met
Staff # 26 Date of Hire: 08/13/2018	Met
Staff # 27 Date of Hire: 01/27/2012	Met
Staff # 28 Date of Hire: 09/23/2015	Met
Staff # 29 Date of Hire: 01/03/2017	Met
Staff # 30 Date of Hire: 09/05/2018	Met
Staff # 31 Date of Hire: 09/10/2018	Met

**Staff Credentials Reviewed: 31**

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided three file(s) for employees hired since last visit.

**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 the consultant's observation that a three-year-old child was alone and unsupervised for approximately five minutes on the preschool playground after the class transitioned from the playground to the classroom.

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**Correction Deadline: 4/2/2019**

**Recited on 4/2/2019**