



**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: 7/20/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:15 AM **Departure:** 1:45 PM

CCLC-49037

Primrose School at Brookstone

5250 Stilesboro Road Kennesaw, GA 30152 Cobb County
(770) 794-1651 office@primrosebrookstone.com

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

Fax: (770) 357-7051

jennifer.salies@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.
07/20/2018	Initial Licensing Study	Good Standing	
05/07/2018	Initial Licensing Study	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	1L	One Year Olds	1	6	C	8	C	NA	NA	Snack
Main	1R	Infants	3	6	C	8	C	NA	NA	Feeding,Nap,Flo or Play
Main	2L	One Year Olds	2	11	C	14	C	NA	NA	Snack
Main	2R	Six Year Olds and Over	4	23	C	26	C	NA	NA	Field Trip
Main	3L	Two Year Olds	3	12	C	17	C	NA	NA	Snack
Main	3R	Three Year Olds and Four Year Olds	2	17	C	25	C	NA	NA	Centers,Outside
Main	4L	Two Year Olds	2	10	C	17	C	NA	NA	Circle Time
Main	5L	Three Year Olds	2	15	C	25	C	NA	NA	Circle Time
Main	Far Right Front		0	0	C	25	C	NA	NA	
Main	H/Far Right Left-4's	Four Year Olds and Five Year Olds	2	19	C	26	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 191

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 119

Total Capacity @35 sq. ft.: 191

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant Playground	11	C
Main	Pre-K/School Age	116	C
Main	Preschool Playground	42	C
Main	Toddler Playground	38	C

Comments

Final License issued on this date. Facility does have liability insurance.

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.

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.al.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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.al.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://dec.al.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.

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). 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.dec.al.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@dec.al.ga.gov

Kaitlyn OBrien, Program Official

Date

Jennifer Salies, 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: 7/20/2018 **VisitType:** Initial Licensing Study **Arrival:** 9:15 AM **Departure:** 1:45 PM

CCLC-49037

Primrose School at Brookstone

5250 Stilesboro Road Kennesaw, GA 30152 Cobb County
(770) 794-1651 office@primrosebrookstone.com

Mailing Address
Same

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052
Fax: (770) 357-7051
jennifer.salies@dec.al.ga.gov

The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured.

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: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Met

Correction Deadline: 5/11/2018

Corrected on 7/20/2018

.08(1) - Consultant reviewed completed files with address to whom the child may be released on this date.

Facility**591-1-1-.06 Bathrooms****Met****Correction Deadline: 6/6/2018****Corrected on 7/20/2018****.06(4) - Consultant observed ventilation fans in classroom C and D functioning on this date.****591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center. Consultant counted 119 children present on this date.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Met****Comment**

No hazards observed accessible to children on this date.

Correction Deadline: 5/7/2018**Corrected on 7/20/2018****.25(3) - Consultant observed bolts cut and capped on toilets in classrooms C, E, G and H on this date.****Correction Deadline: 5/7/2018****Corrected on 7/20/2018****.25(8) - Consultant observed outlets to be covered in classrooms G, H, and I on this date.****591-1-1-.26 Playgrounds(CR)****Met****Correction Deadline: 6/4/2018****Corrected on 7/20/2018****.26(8) - Consultant observed and measured four (4) inches of rubber mulch, as required, on this date.****Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Correction Deadline: 5/7/2018****Corrected on 7/20/2018****.10(1) - Consultant observed ventilation fans in classrooms C and D functioning on this date.****591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)**Met****Correction Deadline: 5/7/2018****Corrected on 7/20/2018****.20(3) - Consultant reviewed staff training completed on May 11, 2018 and completed documentation dated from May 8, 2018 through July 20, 2018.****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)**Met****Comment**

Complete documentation of transportation observed, dated from May 8, 2018 through July 19, 2018.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position. Nineteen (19) of nineteen (19) cribs were present meeting CPSC guidelines as they were manufactured in 2017.

Staff Records

Records Reviewed: 43**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/16/2018	
Staff # 2	Met
Date of Hire: 02/08/2010	
Staff # 3	Met
Date of Hire: 08/14/2017	
Staff # 4	Met
Date of Hire: 05/10/2018	
Staff # 5	Met
Date of Hire: 03/06/2017	
Staff # 6	Met
Date of Hire: 11/14/2015	
Staff # 7	Met
Date of Hire: 05/04/2009	
Staff # 8	Met
Date of Hire: 01/14/2015	
Staff # 9	Met
Date of Hire: 08/04/2017	
Staff # 10	Met

Date of Hire: 06/25/2018

Staff # 11 Met

Date of Hire: 12/01/2017

Staff # 12 Met

Date of Hire: 01/20/2018

Staff # 13 Met

Date of Hire: 01/02/2018

Staff # 14 Met

Date of Hire: 04/06/2018

Staff # 15 Met

Date of Hire: 01/16/2016

Staff # 16 Met

Date of Hire: 04/09/2018

Staff # 17 Met

Date of Hire: 06/26/2017

Staff # 18 Met

Date of Hire: 07/08/2011

Staff # 19 Met

Date of Hire: 05/07/2018

Staff # 20 Met

Date of Hire: 08/19/2017

Staff # 21 Met

Date of Hire: 05/24/2016

Staff # 22 Met

Date of Hire: 09/08/2017

Staff # 23 Met

Date of Hire: 03/27/2018

Staff # 24 Met

Date of Hire: 06/19/2023

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 25 Met

Date of Hire: 02/16/2018

Staff # 26 Met

Date of Hire: 03/14/2016

Staff # 27 Met

Date of Hire: 12/10/2010

Staff # 28 Met

Date of Hire: 03/27/2018

Staff # 29 Met

Date of Hire: 11/01/2016

Staff # 30 Met

Date of Hire: 09/25/2017

Staff # 31 Met

Date of Hire: 04/06/2018

Staff # 32 Met

Date of Hire: 03/23/2018

Staff # 33 Met

Date of Hire: 12/01/2014

Staff # 34 Met

Date of Hire: 12/28/2017

Staff # 35 Met

Date of Hire: 09/21/2016

Staff # 36 Met

Date of Hire: 01/30/2017

Staff # 37 Met

Date of Hire: 09/29/2017

Staff # 38 Met

Date of Hire: 01/16/2018

Staff # 39 Met

Date of Hire: 05/07/2018

Staff # 40 Met

Date of Hire: 12/27/2016

Records Reviewed: 43

Records with Missing/Incomplete Components: 0

Staff # 41 Met
Date of Hire: 01/08/2018

Staff # 42 Met
Date of Hire: 06/09/2017

Staff # 43 Met
Date of Hire: 04/04/2017

Staff Credentials Reviewed: 43

591-1-1-.09 Criminal Records Check(CR) Met

Comment

Director provided seven (7) files for employees hired since last visit. Consultant observed seven (7) of seven (7) staff records were observed to have satisfactory clearance letters on file.

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

Staff observed to provide direct supervision and be attentive to children's needs.