



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: 1/15/2019 **VisitType:** Monitoring Visit **Arrival:** 9:00 AM **Departure:** 12:20 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

Karyn Presley

Phone: (770) 342-7904

Fax: (678) 891-5958

karyn.presley@decal.ga.gov

Joint with: Jennifer Roeder

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.
01/15/2019	Monitoring Visit	Good Standing	
07/20/2018	Initial Licensing Study	Good Standing	
05/07/2018	Initial Licensing Study	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	1L	One Year Olds	2	6	C	8	C	NA	NA	Snack, Diapering, Nap
Main	1R	Infants	2	6	C	8	C	NA	NA	Snack, Nap, Feeding
Main	2L	One Year Olds	2	9	C	14	C	NA	NA	Circle Time, Music
Main	2R	Five Year Olds	1	6	C	26	C	NA	NA	Circle Time
Main	3L	Two Year Olds	2	7	C	17	C	NA	NA	Art
Main	3R	Three Year Olds and Four Year Olds	2	17	C	25	C	NA	NA	Music, Art, Centers
Main	4L	Two Year Olds and Three Year Olds	2	13	C	17	C	NA	NA	Circle Time
Main	5L	Three Year Olds	2	15	C	25	C	NA	NA	Centers
Main	Far Right Front	Four Year Olds and Five Year Olds	2	13	C	25	C	NA	NA	Art, Centers
Main	H/Far Right Left-4's	Four Year Olds and Five Year Olds	2	17	C	26	C	NA	NA	Circle Time, Snack
Total Capacity @35 sq. ft.:						191	Total Capacity @25 sq. ft.:		0	
Total # Children this Date: 109			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

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).



Please refer to the website, <http://www.dec.al.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.

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)



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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)

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

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

Comment

Proper hand washing observed throughout the center.

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-.13 Field Trips(CR) **Met**

Comment

Field trip documentation observed to be complete.

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

Comment

A current/completed inspection was observed for all vehicles used in transporting children this date. Observed complete first and second checks during a return from a field trip

Comment

Complete documentation of transportation observed.

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 39

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 03/19/2018	
Staff # 2	Met
Date of Hire: 02/08/2010	
Staff # 3	Met
Date of Hire: 05/10/2018	
Staff # 4	Met
Date of Hire: 07/30/2018	
Staff # 5	Met
Date of Hire: 03/06/2017	

Staff # 6 Date of Hire: 05/04/2009	Met
Staff # 7 Date of Hire: 07/01/2018	Met
Staff # 8 Date of Hire: 01/14/2015	Met
Staff # 9 Date of Hire: 08/04/2017	Met
Staff # 10 Date of Hire: 12/01/2017	Met
Staff # 11 Date of Hire: 01/02/2018	Met
Staff # 12 Date of Hire: 08/22/2018	Met
Staff # 13 Date of Hire: 11/28/2018	Met
Staff # 14 Date of Hire: 06/26/2017	Met
Staff # 15 Date of Hire: 10/15/2018	Met
Staff # 16 Date of Hire: 07/08/2011	Met
Staff # 17 Date of Hire: 09/19/2018	Met
Staff # 18 Date of Hire: 05/24/2016	Met
Staff # 19 Date of Hire: 03/27/2018	Met
Staff # 20 Date of Hire: 06/19/2023	Met

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

Staff # 21 Date of Hire: 03/14/2016	Met
Staff # 22 Date of Hire: 12/10/2010	Met
Staff # 23 Date of Hire: 03/27/2018	Met
Staff # 24 Date of Hire: 04/18/2018	Met
Staff # 25 Date of Hire: 09/17/2018	Met
Staff # 26 Date of Hire: 12/13/2018	Met
Staff # 27 Date of Hire: 11/15/2017	Met
Staff # 28 Date of Hire: 07/27/2018	Met
Staff # 29 Date of Hire: 09/25/2017	Met
Staff # 30 Date of Hire: 04/06/2018	Met
Staff # 31 Date of Hire: 08/06/2018	Met
Staff # 32 Date of Hire: 12/28/2017	Met
Staff # 33 Date of Hire: 07/27/2018	Met
Staff # 34 Date of Hire: 09/29/2017	Met
Staff # 35 Date of Hire: 01/16/2018	Met

Records Reviewed: 39

Records with Missing/Incomplete Components: 0

Staff # 36 Date of Hire: 12/27/2016	Met
Staff # 37 Date of Hire: 01/08/2018	Met
Staff # 38 Date of Hire: 06/09/2017	Met
Staff # 39 Date of Hire: 04/04/2017	Met

Staff Credentials Reviewed: 39

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.

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.