



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: 12/28/2022 VisitType: Licensing Study

Arrival: 10:00 AM

Departure: 2:35 PM

CCLC-35611

Montessori School of Snellville at Childcare Network #234

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation			<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.
12/28/2022	Licensing Study	Good Standing	
06/13/2022	Licensing Study	Good Standing	
11/17/2021	Monitoring Visit	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	Three Year Olds and Four Year Olds and Six Year Olds and Over	1	11	C	26	C	NA	NA	Centers
Main	B		0	0	C	25	C	NA	NA	
Main	C		0	0	C	25	C	NA	NA	
Main	D	One Year Olds and Two Year Olds	2	7	C	26	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 18			Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	132	C
Main	Playground B	0	C

### Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated orientation checklist.

Plan of Improvement: Developed This Date 12/28/2022

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.decga.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:

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- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

---

Nicole Conway, Program Official

Date

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Dianne Clarke, Consultant

Date



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**(Findings Report)**

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Same

The following information is associated with a Licensing Study:

**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.

**Children's Records**

**Records Reviewed: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
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**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)**

**Not Met**

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 12/30/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit.

**Correction Deadline: 1/4/2023****Recited on 12/28/2022****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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022****Recited on 12/28/2022**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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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**

The Provider currently does not dispense/administer medication.

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

**Staff Records**

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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.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

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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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

**.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.**

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.



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**Quality Rated:** ★ ★ ★

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12/28/2022	Licensing Study	Good Standing	
06/13/2022	Licensing Study	Good Standing	
11/17/2021	Monitoring Visit	Good Standing	

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Date

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Dianne Clarke, Consultant

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### Children's Worksheet

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**Records Reviewed: 5**

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

Child's Name [# 1]: Kemp, Brielle

Met

Child's Name [# 2]: Adams, Garrett

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child's Name [# 3]: Ferron, Jasmine

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child's Name [# 4]: Borges, Logan

Met

Child's Name [# 5]: Chabra, Winnie

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers



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### Staff Worksheet

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**Records Reviewed: 8**

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

Staff's Name [# 1]: Chabut, Jaci

Met

Date of Hire: 08/09/1999

Staff's Name [# 2]: Daniel, Emilie

Met

Date of Hire: 10/26/2015

Staff's Name [# 3]: Holcombe, Brittany

Met

Date of Hire: 03/29/2016

Staff's Name [# 4]: Howell, Justin

Met

Date of Hire: 06/11/2013

Staff's Name [# 5]: Mathis-Wasway, Ruby

Met

Date of Hire: 04/12/2021

Staff's Name [# 6]: Shraideh, Shima

Met

Date of Hire: 02/23/2022

Staff's Name [# 7]: Walcott, Kaitlin

Not Met

Date of Hire: 06/22/2021

"Missing/Incomplete Components"

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

Staff's Name [# 8]: Wilhite, Deborah

Not Met

Date of Hire: 11/13/2019

"Missing/Incomplete Components"

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

**Staff Credentials Reviewed: 2**

Staff's Name : Chabut, Jaci (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
Montessori	7/20/2001		

Staff's Name : Mathis-Wasway, Ruby (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
Bachelors Degree	6/20/2020		



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

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**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: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
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**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)**

**Not Met**

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 12/30/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit.

**Correction Deadline: 1/4/2023****Recited on 12/28/2022****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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022****Recited on 12/28/2022**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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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**

The Provider currently does not dispense/administer medication.

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

**Staff Records**

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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.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

---

**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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

**.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.**

---

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.



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

### Summary Report

**Date:** 12/28/2022 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 2:35 PM

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**Mailing Address**

Same

The following information is associated with a Licensing Study:

### 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.

### Children's Records

**Records Reviewed: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
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**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)**

Not Met

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 12/30/2022**

---

**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit.

**Correction Deadline: 1/4/2023****Recited on 12/28/2022****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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022****Recited on 12/28/2022**

<b>Food Service</b>
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**591-1-1-.18 Kitchen Operations****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

<b>Health and Hygiene</b>
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**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**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

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The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

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<b>Staff Records</b>
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**Records Reviewed: 8****Records with Missing/Incomplete Components: 2**

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Staff # 7

Not Met

Date of Hire: 06/22/2021

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 11/13/2019

"Missing/Incomplete Components"

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

---

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

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

---

**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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

---

**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
---------------------------------

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.

---

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.



**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

**Site Room Measurements**

**Date:** 12/28/2022 **VisitType:** Licensing Study

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

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Phone: (770) 357-4923

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dianne.clarke@decals.ga.gov

**Mailing Address**

Same

**Building: Main**

**Room:**

**Playground A**

**Room Type:Playground HVAC: NA**

**Overall Space**

Length Feet	Length Inches	Width Feet	Width Inches	Area (SqFt.)
96	5	22	0	2,121.17
137	0	94	6	12,946.50
Total Sq. Ft.:				15,067.67

**Unusable Space**

Length Feet	Length Inches	Width Feet	Width Inches	Area (SqFt.)	Explanation
36	0	28	0	1,008.00	
22	0	30	0	660.00	
18	10	8	0	150.67	
Total Sq. Ft.:				1,818.67	

Total deductions = 1,818.66 square feet. TOTAL USABLE PLAY SPACE: 13,249.00  
SQUARE FEET.

A total of 132 children may occupy the space at one time.



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**Compliance and Enforcement Determination Worksheet**

**Date:** 12/28/2022 **VisitType:** Licensing Study

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

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**Mailing Address**

Same

<b>Repeat Rule Violations</b>							
<b>Repeat Rule</b>	<b>Severity on Current Visit</b>	<b>#Times of Rule Cited</b>	<b>Points for # of Times Cited (Points Calculation #1)</b>	<b>Highest Severity Level (12 mos)</b>	<b>Points for Highest Severity Level (Points Calculation #2)</b>	<b>Rule Cited \ Date</b>	
.26(9) - Playground-Safe/Clean	Low	2	1	Low	1	.26(9)	12/28/2022
						.26(9)	6/13/2022
.26(4) - Fence-playground	Low	2	1	Low	1	.26(4)	12/28/2022
						.26(4)	6/13/2022
.08(1) - Childrens Enrollment Application	Non-Core	2	1	Non-Core	0	.08(1)	12/28/2022
						.08(1)	6/13/2022
		<b>Total Points for Times Cited:</b>	3	<b>Total Points for Severity Level:</b>	2		

<b>Points for Prior Class C/D Rule Violations</b>			
<b>Date</b>	<b>VisitType</b>	<b>CDRepeat Rule</b>	<b>Points For Highest Severity Level (Points Calculation #3)</b>
		<b>Total Points for Severity Level:</b>	0

<b>Points Total</b>	
<b>#1 - Repeat Violation Points:</b>	<b>3</b>
<b>#2 - Repeat Violation - Highest Severity:</b>	<b>2</b>
<b>#3 - Prior Visit - Class C or Class D Violations:</b>	<b>0</b>
<b>Total:</b>	<b>5</b>

<b><u>REPEAT VIOLATION POINTS CALCULATION</u></b>	
<b><i>(1) Repeat Violation Points assigned for any core and non-core rule(s) cited on the current visit AND cited on visit(s) during prior 12 months:</i></b>	<b><i>(2) For each Repeat Violation, assign points based on the highest severity level assigned for that rule during prior 12 months:</i></b>
1st Violation of a Rule within 12 Months = 0	Non-Core Rule Violation = 0
2nd Violation of Same Rule within 12 Months = 1	Level A Low Core Rule Violation = 1
3rd Violation of Same Rule within 12 Months = 2	Level B Medium Core Rule Violation = 2
4th Violation of Same Rule within 12 Months = 3	Level C High Core Rule Violation = 3
For each subsequent Violation of Same Rule within 12 Months, one additional point is accrued	Level D Extreme Core Rule Violation = 4
<b><u>ADDITIONAL POINTS FOR SERIOUS INCIDENT/INJURY VIOLATION</u></b>	
<b><i>(3) Assign points for each PRIOR visit when there are any Class C (High) or Class D (Extreme) violations on the current visit AND any Class C (High) or Class D (Extreme) violations cited on visit(s) during prior 12 months regardless of whether or not there are any repeat violations during the current visit:</i></b> Each Prior Visit with Class C/Class D Rule Violation = 2	

### **Violation Class Determination**

**(1) Are there any violations on the current visit? Yes**

**(2) Are there any repeat violations on the current visit? Yes**

**(2)(a) Highest severity within repeated rule violations on the current visit: Low**

**(3) Is there a High or Extreme on the current visit? No**

**(4) Is there a High or Extreme citation within repeat rules? No**

### **As of this visit:**

<b>Violation Class:</b>	<b>A</b>	<b>Enforcement Box:</b>	<b>AIII</b>	<b>Total Points:</b>	<b>5</b>
<b>Violation Level:</b>	<b>III</b>	<b>Compliance Zone:</b>	<b>GS</b>		

### **How to select violation class:**

- *Select Class A (Low)* if there is at least one rule violation on the current visit, but there are NO Repeat Rule violations, OR there are only NON-CORE Repeat Rule violations, AND there are NO Class C (High) or Class D (Extreme) violations on the current visit
- *Select Class A (Low) or Class B (Medium)* based on the highest severity on the current visit within any REPEAT rule violation(s) if there are NO Class C (High) or Class D (Extreme) violations on the current visit, OR within the REPEAT rule violation(s) during prior 12 months
- *Select Class C (High) or Class D (Extreme)* if there is a Class C (High) or Class D (Extreme) violation on the current visit, AND/OR within any REPEAT rule violation(s) during the prior 12 months

V I O L A T I O  C L A S S	VIOLATION HISTORY LEVEL				
	Incident results in or could result in:	I 0 Points	II 1-3 Points	III 4-9 Points	IV 10 + Points
	<b>D</b> <ul style="list-style-type: none"> <li>Extreme Harm</li> <li>Imminent Danger</li> </ul>	I3 - C (D)			
	<b>C</b> <ul style="list-style-type: none"> <li>High Harm</li> </ul>	CI I1 - I2 (GS)	CII I1 - I3 (S)	CIII I2 - C (D)	CIV I3 - C (D)
	<b>B</b> <ul style="list-style-type: none"> <li>Medium Harm</li> </ul>	BI N/A ** (GS)	BII P2 - P3 (GS)	BIII I1 - I2 (S)	BIV I2 - C (D)
	<b>A</b> <ul style="list-style-type: none"> <li>Low Harm</li> </ul>	AI P1 - P2 (GS)	AII P1 - P3 (GS)	AIII P2-P3 (GS)	AIV I1 - I2 (S)

**Compliance Zones:**  
**Good Standing (GS)** - Program is demonstrating an acceptable level of performance in meeting the rules. (AI, AII, AIII, BI, BII, CI)  
**Support (S)** - Program performance is demonstrating a need for improvement in meeting the rules. (AIV, BIII, CII)  
**Deficient (D)** - Program is not demonstrating an acceptable level of performance in meeting the rules. (BIV, CIII, CIV, D)

ENFORCEMENT CATEGORIES, LEVELS, AND ACTIONS		
PREVENTION CATEGORY (P)	INTERMEDIATE CATEGORY (I) (Includes Prevention Actions)	CLOSURE CATEGORY (C)
<b>Prevention Level 1 (P1)</b>	<b>Intermediate Level 1 (I1)</b>	Suspension of License (More than 1 week)
Technical Assistance	Fine	Revocation of License
<b>Prevention Level 2 (P2)</b>	<b>Intermediate Level 2 (I2)</b>	Emergency Closure (Imminent Harm)
Citation	Per Rule Fine	
<b>Prevention Level 3 (P3)</b>	Per Day Fine	
Formal Notice Letter	<b>Intermediate Level 3 (I3)</b>	
Office Conference	Fine and Restriction	
	Restricted License	
	Restricted License & Per Rule/Per Day Fine	
	Emergency Monitor & Per Rule/Per Day Fine	
	Short-term Suspension (Less than 1 week)	

Nicole Conway, Program Official

Date

Dianne Clarke, 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

**Date:** 12/28/2022 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 2:35 PM

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

<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.
12/28/2022	Licensing Study	Good Standing	
06/13/2022	Licensing Study	Good Standing	
11/17/2021	Monitoring Visit	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	Three Year Olds and Four Year Olds and Six Year Olds and Over	1	11	C	26	C	NA	NA	Centers
Main	B		0	0	C	25	C	NA	NA	
Main	C		0	0	C	25	C	NA	NA	
Main	D	One Year Olds and Two Year Olds	2	7	C	26	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 18			Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	132	C
Main	Playground B	0	C

### Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated orientation checklist.

Plan of Improvement: Developed This Date 12/28/2022

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.decgal.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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- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

---

Nicole Conway, Program Official

Date

---

Dianne Clarke, Consultant

Date



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**(Findings Report)**

**Date:** 12/28/2022 **VisitType:** Licensing Study

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**Mailing Address**

Same

The following information is associated with a Licensing Study:

**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.

**Children's Records**

**Records Reviewed: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
--	-----------------

**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)**

**Not Met**

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 12/30/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit.

**Correction Deadline: 1/4/2023****Recited on 12/28/2022****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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022****Recited on 12/28/2022**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

---

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

The Provider currently does not dispense/administer medication.

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

**Staff Records**

---

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

Criminal record checks were observed to be complete.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

---

**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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

---

**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

**.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.**

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.



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**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

Compliance Zone Designation			<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.
12/28/2022	Licensing Study	Good Standing	
06/13/2022	Licensing Study	Good Standing	
11/17/2021	Monitoring Visit	Good Standing	

**Ratios/License Capacity**

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Total # Children this Date: 18			Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	132	C
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### Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

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Plan of Improvement: Developed This Date 12/28/2022

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Nicole Conway, Program Official

Date

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Dianne Clarke, Consultant

Date



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### Children's Worksheet

**Date:** 12/28/2022 **VisitType:** Licensing Study

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**Mailing Address**

Same

**Records Reviewed: 5**

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

Child's Name [# 1]: Kemp, Brielle

Met

Child's Name [# 2]: Adams, Garrett

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child's Name [# 3]: Ferron, Jasmine

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child's Name [# 4]: Borges, Logan

Met

Child's Name [# 5]: Chabra, Winnie

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers



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### Staff Worksheet

**Date:** 12/28/2022 **VisitType:** Licensing Study

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Same

**Records Reviewed: 8**

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

Staff's Name [# 1]: Chabut, Jaci

Met

Date of Hire: 08/09/1999

Staff's Name [# 2]: Daniel, Emilie

Met

Date of Hire: 10/26/2015

Staff's Name [# 3]: Holcombe, Brittany

Met

Date of Hire: 03/29/2016

Staff's Name [# 4]: Howell, Justin

Met

Date of Hire: 06/11/2013

Staff's Name [# 5]: Mathis-Wasway, Ruby

Met

Date of Hire: 04/12/2021

Staff's Name [# 6]: Shraideh, Shima

Met

Date of Hire: 02/23/2022

Staff's Name [# 7]: Walcott, Kaitlin

Not Met

Date of Hire: 06/22/2021

"Missing/Incomplete Components"

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

Staff's Name [# 8]: Wilhite, Deborah

Not Met

Date of Hire: 11/13/2019

"Missing/Incomplete Components"

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

**Staff Credentials Reviewed: 2**

Staff's Name : Chabut, Jaci (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
Montessori	7/20/2001		

Staff's Name : Mathis-Wasway, Ruby (Teacher/LeadCare Giver)

Degree/Credentials

Description	Date Earned	Date Enrolled	Date Expired
Bachelors Degree	6/20/2020		



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Same

The following information is associated with a Licensing Study:

**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.

**Children's Records**

**Records Reviewed: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
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**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)**

**Not Met**

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 12/30/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit.

**Correction Deadline: 1/4/2023****Recited on 12/28/2022****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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022****Recited on 12/28/2022**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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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**

The Provider currently does not dispense/administer medication.

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

**Staff Records**

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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.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

---

**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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

**.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.**

---

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.



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

### Summary Report

**Date:** 12/28/2022 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 2:35 PM

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

**Regional Consultant**

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@dec.al.ga.gov

**Mailing Address**

Same

The following information is associated with a Licensing Study:

### 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.

### Children's Records

**Records Reviewed: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
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**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)**

Not Met

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

**Correction Deadline: 12/30/2022**

**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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit.

**Correction Deadline: 1/4/2023**

**Recited on 12/28/2022**

**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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

**Food Service****591-1-1-.18 Kitchen Operations****Met**

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

**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**

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

**Safety**

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

Age-appropriate discussion and/or redirection observed.

---

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

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<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

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<b>Staff Records</b>
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**Records Reviewed: 8****Records with Missing/Incomplete Components: 2**

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Staff # 7

Not Met

Date of Hire: 06/22/2021

"Missing/Incomplete Components"

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

Staff # 8

Not Met

Date of Hire: 11/13/2019

"Missing/Incomplete Components"

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

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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.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

---

**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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

---

**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
---------------------------------

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.

---

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.



**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

**Site Room Measurements**

**Date:** 12/28/2022 **VisitType:** Licensing Study

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

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Fax: (770) 357-4922

dianne.clarke@decals.ga.gov

**Mailing Address**

Same

**Building: Main**

**Room:**

**Playground A**

**Room Type:Playground HVAC: NA**

**Overall Space**

Length Feet	Length Inches	Width Feet	Width Inches	Area (SqFt.)
96	5	22	0	2,121.17
137	0	94	6	12,946.50
Total Sq. Ft.:				15,067.67

**Unusable Space**

Length Feet	Length Inches	Width Feet	Width Inches	Area (SqFt.)	Explanation
36	0	28	0	1,008.00	
22	0	30	0	660.00	
18	10	8	0	150.67	
Total Sq. Ft.:				1,818.67	

Total deductions = 1,818.66 square feet. TOTAL USABLE PLAY SPACE: 13,249.00  
SQUARE FEET.

A total of 132 children may occupy the space at one time.



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**Compliance and Enforcement Determination Worksheet**

**Date:** 12/28/2022 **VisitType:** Licensing Study

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

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**Mailing Address**

Same

<b>Repeat Rule Violations</b>							
<b>Repeat Rule</b>	<b>Severity on Current Visit</b>	<b>#Times of Rule Cited</b>	<b>Points for # of Times Cited (Points Calculation #1)</b>	<b>Highest Severity Level (12 mos)</b>	<b>Points for Highest Severity Level (Points Calculation #2)</b>	<b>Rule Cited \ Date</b>	
.26(9) - Playground-Safe/Clean	Low	2	1	Low	1	.26(9)	12/28/2022
						.26(9)	6/13/2022
.26(4) - Fence-playground	Low	2	1	Low	1	.26(4)	12/28/2022
						.26(4)	6/13/2022
.08(1) - Childrens Enrollment Application	Non-Core	2	1	Non-Core	0	.08(1)	12/28/2022
						.08(1)	6/13/2022
		<b>Total Points for Times Cited:</b>	3	<b>Total Points for Severity Level:</b>	2		

<b>Points for Prior Class C/D Rule Violations</b>			
<b>Date</b>	<b>VisitType</b>	<b>CDRepeat Rule</b>	<b>Points For Highest Severity Level (Points Calculation #3)</b>
		<b>Total Points for Severity Level:</b>	0

<b>Points Total</b>	
<b>#1 - Repeat Violation Points:</b>	<b>3</b>
<b>#2 - Repeat Violation - Highest Severity:</b>	<b>2</b>
<b>#3 - Prior Visit - Class C or Class D Violations:</b>	<b>0</b>
<b>Total:</b>	<b>5</b>

<b><u>REPEAT VIOLATION POINTS CALCULATION</u></b>	
<b><i>(1) Repeat Violation Points assigned for any core and non-core rule(s) cited on the current visit AND cited on visit(s) during prior 12 months:</i></b>	<b><i>(2) For each Repeat Violation, assign points based on the highest severity level assigned for that rule during prior 12 months:</i></b>
1st Violation of a Rule within 12 Months = 0	Non-Core Rule Violation = 0
2nd Violation of Same Rule within 12 Months = 1	Level A Low Core Rule Violation = 1
3rd Violation of Same Rule within 12 Months = 2	Level B Medium Core Rule Violation = 2
4th Violation of Same Rule within 12 Months = 3	Level C High Core Rule Violation = 3
For each subsequent Violation of Same Rule within 12 Months, one additional point is accrued	Level D Extreme Core Rule Violation = 4
<b><u>ADDITIONAL POINTS FOR SERIOUS INCIDENT/INJURY VIOLATION</u></b>	
<b><i>(3) Assign points for each PRIOR visit when there are any Class C (High) or Class D (Extreme) violations on the current visit AND any Class C (High) or Class D (Extreme) violations cited on visit(s) during prior 12 months regardless of whether or not there are any repeat violations during the current visit:</i></b> Each Prior Visit with Class C/Class D Rule Violation = 2	

### **Violation Class Determination**

**(1) Are there any violations on the current visit? Yes**

**(2) Are there any repeat violations on the current visit? Yes**

**(2)(a) Highest severity within repeated rule violations on the current visit: Low**

**(3) Is there a High or Extreme on the current visit? No**

**(4) Is there a High or Extreme citation within repeat rules? No**

### **As of this visit:**

<b>Violation Class:</b>	<b>A</b>	<b>Enforcement Box:</b>	<b>AIII</b>	<b>Total Points:</b>	<b>5</b>
<b>Violation Level:</b>	<b>III</b>	<b>Compliance Zone:</b>	<b>GS</b>		

### **How to select violation class:**

- *Select Class A (Low)* if there is at least one rule violation on the current visit, but there are NO Repeat Rule violations, OR there are only NON-CORE Repeat Rule violations, AND there are NO Class C (High) or Class D (Extreme) violations on the current visit
- *Select Class A (Low) or Class B (Medium)* based on the highest severity on the current visit within any REPEAT rule violation(s) if there are NO Class C (High) or Class D (Extreme) violations on the current visit, OR within the REPEAT rule violation(s) during prior 12 months
- *Select Class C (High) or Class D (Extreme)* if there is a Class C (High) or Class D (Extreme) violation on the current visit, AND/OR within any REPEAT rule violation(s) during the prior 12 months

V I O L A T I O  C L A S S	VIOLATION HISTORY LEVEL				
	Incident results in or could result in:	I 0 Points	II 1-3 Points	III 4-9 Points	IV 10 + Points
	<b>D</b> <ul style="list-style-type: none"> <li>Extreme Harm</li> <li>Imminent Danger</li> </ul>	<b>D</b> <div>I3 - C</div> <div>(D)</div>			
	<b>C</b> <ul style="list-style-type: none"> <li>High Harm</li> </ul>	<b>CI</b> <div>I1 - I2 (GS)</div>	<b>CII</b> <div>I1 - I3 (S)</div>	<b>CIII</b> <div>I2 - C (D)</div>	<b>CIV</b> <div>I3 - C (D)</div>
	<b>B</b> <ul style="list-style-type: none"> <li>Medium Harm</li> </ul>	<b>BI</b> <div>N/A ** (GS)</div>	<b>BII</b> <div>P2 - P3 (GS)</div>	<b>BIII</b> <div>I1 - I2 (S)</div>	<b>BIV</b> <div>I2 - C (D)</div>
	<b>A</b> <ul style="list-style-type: none"> <li>Low Harm</li> </ul>	<b>AI</b> <div>P1 - P2 (GS)</div>	<b>AII</b> <div>P1 - P3 (GS)</div>	<b>AIII</b> <div>P2-P3 (GS)</div>	<b>AIV</b> <div>I1 - I2 (S)</div>

**Compliance Zones:**  
**Good Standing (GS)** - Program is demonstrating an acceptable level of performance in meeting the rules. (AI, AII, AIII, BI, BII, CI)  
**Support (S)** - Program performance is demonstrating a need for improvement in meeting the rules. (AIV, BIII, CII)  
**Deficient (D)** - Program is not demonstrating an acceptable level of performance in meeting the rules. (BIV, CIII, CIV, D)

ENFORCEMENT CATEGORIES, LEVELS, AND ACTIONS		
PREVENTION CATEGORY (P)	INTERMEDIATE CATEGORY (I) (Includes Prevention Actions)	CLOSURE CATEGORY (C)
<b>Prevention Level 1 (P1)</b>	<b>Intermediate Level 1 (I1)</b>	Suspension of License (More than 1 week)
Technical Assistance	Fine	Revocation of License
<b>Prevention Level 2 (P2)</b>	<b>Intermediate Level 2 (I2)</b>	Emergency Closure (Imminent Harm)
Citation	Per Rule Fine	
<b>Prevention Level 3 (P3)</b>	Per Day Fine	
Formal Notice Letter	<b>Intermediate Level 3 (I3)</b>	
Office Conference	Fine and Restriction	
	Restricted License	
	Restricted License & Per Rule/Per Day Fine	
	Emergency Monitor & Per Rule/Per Day Fine	
	Short-term Suspension (Less than 1 week)	

Nicole Conway, Program Official

Date

Dianne Clarke, 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

Date: 12/28/2022 VisitType: Licensing Study

Arrival: 10:00 AM

Departure: 2:35 PM

CCLC-35611

Montessori School of Snellville at Childcare Network #234

2350 Wisteria Dr. Snellville, GA 30078 Gwinnett County  
(770) 979-0500 cni209@childcarenetwork.com

Regional Consultant

Dianne Clarke

Phone: (770) 357-4923

Fax: (770) 357-4922

dianne.clarke@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

Compliance Zone Designation			<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.
12/28/2022	Licensing Study	Good Standing	
06/13/2022	Licensing Study	Good Standing	
11/17/2021	Monitoring Visit	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	Three Year Olds and Four Year Olds and Six Year Olds and Over	1	11	C	26	C	NA	NA	Centers
Main	B		0	0	C	25	C	NA	NA	
Main	C		0	0	C	25	C	NA	NA	
Main	D	One Year Olds and Two Year Olds	2	7	C	26	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 18			Total Capacity @35 sq. ft.: 102			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	132	C
Main	Playground B	0	C

### Comments

Reminders: Refer to the published communicable disease chart for guidance regarding communicable diseases. In most scenarios, only outbreaks/clusters should be reported to the local health districts.

Please be sure to contact the Gwinnett County Department of Health, if there are outbreaks/clusters of positive COVID-19 cases immediately, and get their guidance. Please be sure to also complete a Required Report in DECAL KOALA for all individual cases of communicable diseases within 24 hours. Be sure to select "Notifiable Communicable Diseases" to report closures for COVID cases.

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director.

All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.

Please be sure to hide staff who are no longer employed in your DECAL KOALA account. Please reach out for help with this, if needed.

For centers conducting transportation, please remember that the transportation training certificates must be renewed every two years for everyone participating in transportation including the director.

Provided updated orientation checklist.

Plan of Improvement: Developed This Date 12/28/2022

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.decgal.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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**

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Nicole Conway, Program Official

Date

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Dianne Clarke, 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:** 12/28/2022 **VisitType:** Licensing Study

**Arrival:** 10:00 AM

**Departure:** 2:35 PM

**CCLC-35611**

**Montessori School of Snellville at Childcare Network #234**

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**Mailing Address**

Same

The following information is associated with a Licensing Study:

**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.

**Children's Records**

**Records Reviewed: 5**

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

Child # 2

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 3

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

Child # 5

Not Met

"Missing/Incomplete Components"

.08(1)-Parent Names, Work Numbers

**Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on a review of records that child #2, #3 and #5 were missing their father's complete work address.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 12/28/2022**

**Recited on 12/28/2022**

	<b>Facility</b>
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**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)**

Not Met

**Correction Deadline: 6/13/2022**

**Corrected on 12/28/2022**

**.25(13) - The previous citation was observed to be corrected in that the bathroom is locked. Please ensure that staff are ensuring that the bathroom is locked at all times and hazards are not accessible.**

**Finding**

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that the bathroom fan in the C classroom was observed to be dusty and ceiling tile was observed to be stained. Also, in the classroom there was a stained ceiling tile near the book area.

**POI (Plan of Improvement)**

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring. The center will contact the main office to replace tiles and clean fan.

**Correction Deadline: 12/30/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Met****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 observation that the double gate to the right of the playground was observe to not be locked securely. This gate leads to the parking lot area of the adjacent building. Also, there is a six and a half inch gap to the left of the fence upon exit. Further, the gate to the right on playground B was observed to have a five and a half inch gap at the bottom.

**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. The center placed a chain on the double gate and locked it during the visit and lattice will be added to close the gaps.

**Correction Deadline: 1/4/2023****Recited on 12/28/2022****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 observation that the following hazards were observed on the playground:

-An unwrapped green hose was observed to be accessible on Playground A.

**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. The hose was removed during the visit.

**Correction Deadline: 12/28/2022****Recited on 12/28/2022**

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**Food Service**

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**591-1-1-.18 Kitchen Operations****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

.18(1) - The previous citation was observed to be corrected in that the food was observed to be stored properly. Please ensure that food is stored properly at all times.

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**Health and Hygiene**

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

Staff state proper knowledge of diapering procedures.

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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**

The Provider currently does not dispense/administer medication.

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

Age-appropriate discussion and/or redirection observed.

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

A current/completed inspection was observed for all vehicles used in transporting children this date. Vehicle tag number PHC 2552 and PHC 2553 were completed on December 19, 2022.

**Technical Assistance**

591-1-1-.36(4)(f)1. - Please ensure that the seatbelts missing the covering but are not in use gets repaired or replaced.

**Correction Deadline: 12/29/2022**

**Technical Assistance**

591-1-1-.36(7)(b) - Please ensure that all children being transported has their emergency contact information completed.

**Correction Deadline: 12/29/2022**

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Not Met****Finding**

591-1-1-.30(1)(b)1 requires that cots and mats are of sound construction and of sufficient size to accommodate comfortably the size and weight of the child; and that mats are in good repair, washable, covered with a waterproof material and at least two inches (2") thick. It was determined based on observation that several of the vinyl on the mats in the D classroom were wearing and the cloth material exposed.

**POI (Plan of Improvement)**

The Center will ensure that cots and mats are of sound construction and of sufficient size to accommodate the size and weight of the child and mats are in good repair, washable, covered with a waterproof material and is at least two inches thick.

**Correction Deadline: 1/9/2023**

**Staff Records**

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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.

-Please ensure that applicants/staff are listing exact dates (including month/day/year) on 10-year work history form in order to determine any breaks in service from the childcare industry.

-Please ensure that all staff, volunteers, independent contractors, substitutes etc...has their records check electronically ported to the center's list in KOALA before being present at the facility.

-Please ensure that records checks are redone if there is a six-month break in service.

-Please also ensure that satisfactory records checks are updated before the expiration date.

-Ensure that all therapists and other independent contractors have an updated records check on file, before being present at the center.

-Please ensure that staff with a national background check is always present with a staff who has a comprehensive background check. Staff should never be by themselves.

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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 staff #7 hired on June 22 2021 and staff #8 hired on November 13, 2019 did not have current evidence of CPR and First Aid.

**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: 1/27/2023**

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**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Correction Deadline: 6/13/2022****Corrected on 12/28/2022**

**.32(1) - The previous citation was observed to be corrected in that the ratio was observed to be adequate in the classrooms. Please ensure that ratios are maintained at all times.**

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

Adequate supervision observed on this date. Discussed revision to the supervision rule which states: Staff shall be attentive and participating with all children during mealtimes and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.