



**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

**Cover Sheet**

**Date:** 11/8/2021 **VisitType:** Monitoring Visit

**Arrival:** 9:30 AM

**Departure:** 11:00 AM

**CCLC-39091**

**Primrose School of Sandy Springs**

5188 Roswell Road Sandy Springs, GA 30342 Fulton County  
(470) 685-1281 rkurana@primrosesandyspringsouth.com

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@dec.al.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.
11/08/2021	Monitoring Visit	Good Standing	
07/13/2021	Complaint Investigation by Phone	Good Standing	
04/30/2021	Licensing Study	Good Standing	

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A 1L	One Year Olds	2	10	C	14	C	NA	NA	Circle Time, Music
Main	B 1R	Infants	1	3	C	14	C	NA	NA	Nap, Floor Play
Main	C 2R		0	0	C	14	C	NA	NA	Not In Use
Main	D 3R	Infants and One Year Olds	2	8	C	17	C	NA	NA	Snack
Main	E 2L	One Year Olds and Two Year Olds	2	12	C	17	C	NA	NA	Outside, Transitioning
Main	F 1L-Explorers-Upstairs	GA PreK	2	8	C	31	C	NA	NA	Snack
Main	G 1R-Upstairs	Two Year Olds	2	7	C	25	C	NA	NA	Outside
Main	H 2R-Up	Three Year Olds and Four Year Olds	2	12	C	31	C	NA	NA	Circle Time, Free Play, Centers
Main	I-2L-Pre-K-Up	Four Year Olds	1	14	C	26	C	NA	NA	Circle Time, Story
Main	J 3L-Preschool-Up	Three Year Olds and Four Year Olds	1	14	C	26	C	NA	NA	Transitioning, Outside
Main	K-Back Right Rear-Up	Two Year Olds and Three Year Olds	1	10	C	19	C	NA	NA	Centers
<b>Total Capacity @35 sq. ft.:</b>			234			<b>Total Capacity @25 sq. ft.:</b> 0				
Total # Children this Date: 98			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:				
			234			0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	10	C
Main	Playground B	25	C
Main	Playground C	27	C
Main	Playground D	31	C

**Comments**

A virtual inspection was conducted on November 8, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic.

Consultant left A to Z Video Background Check Affidavit on this date.

Consultant provided flyers regarding the CCLC Virtual Core Rules Refresher Sessions, OLLI Beyond th Rules and ActiveSupervision training.

REMINDER: STABLE 4WARD application will remain open until November 8th, 2021, at 6:00 p.m.

Plan of Improvement: Developed This Date 11/08/2021

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/ChildCare/Programs/QualityRated/QualityRated.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



**Important New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
 Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

---

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to [CCSRefutations@decals.ga.gov](mailto:CCSRefutations@decals.ga.gov).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://decals.ga.gov/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

---

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

---

Georgette Johnson, Program Official

Date

---

Emma Smith, 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:** 11/8/2021    **VisitType:** Monitoring Visit    **Arrival:** 9:30 AM    **Departure:** 11:00 AM

**CCLC-39091**

**Primrose School of Sandy Springs**

5188 Roswell Road Sandy Springs, GA 30342 Fulton County  
(470) 685-1281 rkurana@primrosesandyspringsouth.com

**Regional Consultant**

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@dec.al.ga.gov

**Mailing Address**

Same

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**N/A**

**Comment**

Center does not provide swimming activities.

### Facility

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

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Met**

**Comment**

Center appears clean and well maintained.

**Comment**

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

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

**Met**

**Comment**

Playground observed to be clean and in good repair.

### Health and Hygiene

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

**Comment**

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)** **N/A**

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

**591-1-1-.11 Discipline(CR)** **Technical Assistance**

**Technical Assistance**

591-1-1-.11 - A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director and staff on this date.

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

**Technical Assistance**

591-1-1-.36 - Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

**Comment**

A current/completed inspection was observed for vehicle used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

**Records Reviewed: 25**

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

Staff # 1

Met

Date of Hire: 09/29/2021

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

Staff # 2

Met

Date of Hire: 07/06/2021

Staff # 3

Met

Date of Hire: 08/23/2021

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

Staff # 4 Date of Hire: 10/11/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 5 Date of Hire: 01/15/2021	Met
Staff # 6 Date of Hire: 05/25/2021	Met
Staff # 7 Date of Hire: 07/21/2021 " <u>Missing/Incomplete Components</u> " .33(3)-Health & Safety Certificate	Not Met
Staff # 8 Date of Hire: 07/29/2019	Met
Staff # 9 Date of Hire: 10/11/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 10 Date of Hire: 09/23/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 11 Date of Hire: 08/27/2018	Met
Staff # 12 Date of Hire: 09/29/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 13 Date of Hire: 12/02/2018	Met
Staff # 14 Date of Hire: 05/08/2017	Met
Staff # 15 Date of Hire: 12/26/2019	Met
Staff # 16	Met
Staff # 17 Date of Hire: 02/23/2017	Met

**Records Reviewed: 25****Records with Missing/Incomplete Components: 2**

Staff # 18	Met
Date of Hire: 10/18/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 19	Met
Date of Hire: 10/29/2018	
Staff # 20	Met
Date of Hire: 07/07/2021	
Staff # 21	Met
Date of Hire: 08/01/2021	
Staff # 22	Met
Staff # 23	Met
Date of Hire: 08/30/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 24	Met
Date of Hire: 10/25/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 25	Not Met
Date of Hire: 09/28/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>

"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied

**Staff Credentials Reviewed: 2****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Not Met****Comment**

Director provided 13 files for employees hired since last visit.

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff member #25, that was hired September 28, 2021, did not have the most recently issued determination letter electronically ported on this date. Consultant left a Video Affidavit letter with the director on this date and staff member #25 was successfully ported during the visit.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will follow up to all criminal record check letters to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will watch the videos to ensure CRC rules are maintained.

**Correction Deadline: 11/8/2021**

---

**591-1-1-.14 First Aid & CPR**

**Met**

**Correction Deadline: 5/30/2021**

**Corrected on 11/8/2021**

**.14(2) - The previous citation was corrected on this date. The consultant observed current CPR and first aid training on this date.**

---

**591-1-1-.33 Staff Training**

**Not Met**

**Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that staff #7 did not complete health and safety orientation training within the first 90 days of employment

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

**Correction Deadline: 11/9/2021**

**Recited on 11/8/2021**

---

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

**Met**

**Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision**

---

**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

---

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

**Met**

**Comment**

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



