



**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:** 5/2/2023    **VisitType:** Complaint Investigation & Monitoring Visit    **Arrival:** 8:35 AM    **Departure:** 4:30 PM

**CCLC-30341**

**Primrose School of Lawrenceville North**

625 Russell Road Lawrenceville, GA 30043 Gwinnett County  
 (770) 962-9595 hinesteam@comcast.net

**Region Consultant**

Lynn Schnitzer

Phone: (678) 717-5720

Fax: (770) 344-5683

lynn.schnitzer@dec.al.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.
05/02/2023	Complaint Investigation & Monitoring Visit	Good Standing	
05/01/2023	Complaint Closure	Good Standing	
03/29/2023	Complaint Investigation Follow Up	Good Standing	

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	2R- Two's	Two Year Olds	1	8	C	18	C	NA	NA	Centers
Main	1L Infant/Toddler	Infants and One Year Olds	1	5	C	10	C	NA	NA	Floor Play
Main	1R-Toddlers	Two Year Olds	1	9	C	12	C	NA	NA	Centers, Diapering
Main	2L Infants	Infants	1	4	C	11	C	NA	NA	Floor Play
Main	3L Pre-k	Five Year Olds	1	3	C	21	C	NA	NA	Centers
Main	3R- Three's		0	0	C	21	C	NA	NA	
Main	4L PRV Pre-K	GA PreK	2	19	C	20	C	NA	NA	Centers
Main	4R- Three's	Three Year Olds	1	3	C	20	C	NA	NA	Centers
Main	5L A/S		0	0	C	18	C	25	C	
Main	5R Kinder/1st grade		0	0	C	14	C	20	C	

Total Capacity @35 sq. ft.: 165

Total Capacity @25 sq. ft.: 165

Total # Children this Date: 51

Total Capacity @35 sq. ft.: 165

Total Capacity @25 sq. ft.: 165

Building	Playground	Playground Occupancy	Playground Compliance
Main	2nd Left PG	39	C
Main	Left Front	21	C
Main	Right Front	29	C
Main	Right Rear	49	C

**Comments**

The purpose of today's visit was to conduct a complaint investigation and to follow up from the previous visit conducted on March 29, 2023.

Plan of Improvement: Developed This Date 05/02/2023

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.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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

**Refutation Process:**

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), 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.

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.ga.gov](mailto:qualityrated@dec.ga.gov) for more information. Free technical assistance is available!**

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Felicia Hines, Program Official

Date

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Lynn Schnitzer, Consultant

Date



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**(Findings Report)**

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Not Met**

**Finding**

591-1-1-.03(9) requires center staff to refrain from engaging in, or allowing children or other adults to engage in, activities that could be detrimental to a child's health or well-being, such as but not limited to, horse play, rough play, wrestling, and picking up a child in a manner that could cause injury. It was determined based on observation that one child was lying on the vinyl sofa while another child put the back cushion on top of them and proceeded to climb on top of the other child. The cushion tilted and both children fell off the sofa. The children did this a couple of times and center staff did not intervene. The children did not sustain any injuries.

**POI (Plan of Improvement)**

The Center will review requirements with Staff to ensure that appropriate activities are conducted with children.

**Correction Deadline: 5/2/2023**

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

**Met**

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

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

**Not Evaluated**

**Comment**

Center does not provide swimming activities.

**Facility**

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

Met

Correction Deadline: 1/31/2023

Corrected on 5/2/2023

.25(8) - The previous citation was observed to be corrected. Consultant observed outlets to be covered and inaccessible to children.

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

Technical Assistance

Technical Assistance

591-1-1-.26(8) - Consultant discussed with the director to fluff and redistribute mulch under and around the climbing equipment.

Correction Deadline: 5/12/2023

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**Food Service**

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591-1-1-.15 Food Service & Nutrition

Technical Assistance

Technical Assistance

591-1-1-.15 - Please ensure that bottles are covered and fully labeled with child's full name.

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**Health and Hygiene**

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

Met

Comment

Proper diapering procedures observed.

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

Met

Comment

Proper hand washing observed throughout the center.

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591-1-1-.20 Medications(CR)

Not Evaluated

Comment

The Provider currently does not dispense/administer medication.

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**Safety**

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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)

Not Met

Correction Deadline: 4/11/2023

Corrected on 5/2/2023

.36(6) - The previous citation was observed to be corrected. Consultant observed the center to have written parental authorization for transportation for eleven of eleven children receiving child transportation services.

Correction Deadline: 3/29/2023

Corrected on 5/2/2023

.36(7)(b) - The previous citation was observed to be corrected. Consultant observed the center to have an emergency medical information record for eleven of eleven children receiving child transportation services.

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on review of records that the loading and unloading was not documented on April 17, 2023, and April 18, 2023 on an afternoon transportation route to Woodward Mill Elementary School and on April 27, 2023, on an afternoon transportation route to Lawrenceville Elementary School.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 5/3/2023**

**Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist (s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was based on review of records that center staff did not document the first check of the vehicle after completing an afternoon transportation route to Woodward Elementary School on April 24, 2023, and after completing an afternoon school transportation route to Lawrenceville Elementary on April 26, 2023.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 5/3/2023**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on review of records that center staff did not document a second check of the vehicle on April 24 after a morning transportation route to Woodward Mill Elementary School, on April 26, 2023, and April 27, 2023, after completing an afternoon route to Lawrenceville Elementary School, and on April 28, 2023, after completing school transportation routes to Dyer Elementary School and McKendree Elementary School.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 5/2/2023**

**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

## Staff Records

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided files for four employees hired since last visit March 29, 2023.

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

**Technical Assistance**

591-1-1-.33(1) - Consultant discussed with the provider to ensure that staff receives their initial center orientation before being assigned to their classroom.

**Correction Deadline: 5/2/2023**

**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**

**Correction Deadline: 3/29/2023**

**Corrected on 5/2/2023**

**.32(7) - The previous citation was observed to be corrected. Consultant observed adequate supervision throughout the center.**