



**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:** 12/20/2022 **VisitType:** Monitoring Visit

**Arrival:** 10:30 AM

**Departure:** 1:45 PM

**CCLC-37790**

**Primrose School of Dunwoody**

5050 Nandina Lane Dunwoody, GA 30338 DeKalb County  
 (770) 396-8266 lynn@primrosedunwoody.com

**Mailing Address**  
 1090 Fairfield Dr  
 Marietta, GA 30068

**Regional Consultant**

Roslyn Williams

Phone: (770) 357-7020

Fax: (770) 357-7019

roslyn.williams@decal.ga.gov

Joint with: Christina Jennings

**Quality Rated:** No

<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.
12/20/2022	Monitoring Visit	Good Standing	
05/13/2022	Licensing Study	Good Standing	
12/02/2021	MV POI 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	2L - Early PS	One Year Olds	2	9	C	20	C	NA	NA	Centers
Main	2R - PreK	Four Year Olds	3	11	C	20	C	28	C	Centers
Main	3L - PS 1	Three Year Olds	2	18	C	20	C	NA	NA	Centers
Main	3R - Kindergarten	Five Year Olds	2	12	C	21	C	29	C	Centers
Main	4L - PS 2	Three Year Olds	3	13	C	20	C	28	C	Lunch,Clean Up
Main	D - 1R Infants	One Year Olds	3	7	C	20	C	NA	NA	Floor Play
Main	D2		0	0	C	0	C	NA	NA	
Main	Early Preschool	Two Year Olds	4	21	C	24	C	NA	NA	Lunch,Story
Main	Infants	Infants	13	13	C	15	C	NA	NA	Story
Main	Older Infants	One Year Olds	3	13	C	17	C	NA	NA	Lunch
Main	Preschool Pathways	Two Year Olds	4	20	C	24	C	NA	NA	Story,Lunch
Total Capacity @35 sq. ft.: 192					Total Capacity @25 sq. ft.: 192			Building @35 capacity limited by Building Department		
Total # Children this Date: 137			Total Capacity @35 sq. ft.: 192			Total Capacity @25 sq. ft.: 192			Building @25 capacity limited by Building Department	

Building	Playground	Playground Occupancy	Playground Compliance
Main	Left Back	30	C
Main	Left front	28	C
Main	Right Back	59	C
Main	Right front	20	C

## Comments

Plan of Improvement: Developed This Date 12/20/2022

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.dec.state.ga.us/CCS/Regulations.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 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.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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)





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**Findings Report**

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The following information is associated with a Monitoring Visit:

**Activities and Equipment**

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

**Met**

**Comment**

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

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

**N/A**

**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)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following potentially hazardous items were accessible to children in the following classrooms:

3L Three-year old classroom

-First-Aid bag hanging by the door

2R Four-year old classroom

-First-Aid bag hanging by the door

-Dishwashing cleaner in an unlocked cabinet

-Dove antibacterial soap located on the counter accessible to children

3R Five-year old room

-Broom and dust pan in the children's bathroom

-First-Aid bag by the door

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 12/20/2022**

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**591-1-1-.26 Playgrounds(CR)****Not Evaluated****Comment**

Playground not observed on this date due to inclement weather.

**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**

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

**Safety**

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

**Comment**

Discussed SIDS and infant sleeping position.

**Staff Records**

**Records Reviewed: 62**

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

Staff # 1	Met
Date of Hire: 04/27/2016	
Staff # 2	Met
Date of Hire: 10/11/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 3	Met
Staff # 4	Met
Date of Hire: 09/01/2020	
Staff # 5	Met
Date of Hire: 11/15/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6	Met
Date of Hire: 06/27/2019	
Staff # 7	Met
Staff # 8	Met
Date of Hire: 06/16/2021	
Staff # 9	Met
Date of Hire: 07/07/2522	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 10	Met
Date of Hire: 11/10/2014	
Staff # 11	Met
Date of Hire: 11/01/2022	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Date of Hire: 05/15/2017	
Staff # 13	Met
Date of Hire: 11/01/2021	
Staff # 14	Met

Date of Hire: 07/31/2021

Staff # 15 Met

Date of Hire: 04/25/2022

Staff # 16 Met

Date of Hire: 04/06/2021

Staff # 17 Met

Staff # 18 Met

Date of Hire: 01/31/2022

Staff # 19 Met

Date of Hire: 12/12/2022

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

Staff # 20 Met

Date of Hire: 03/08/2021

Staff # 21 Met

Date of Hire: 08/24/2020

Staff # 22 Met

Date of Hire: 11/01/2018

Staff # 23 Met

Date of Hire: 03/26/2018

Staff # 24 Met

Date of Hire: 03/01/2018

Staff # 25 Met

Staff # 26 Met

Staff # 27 Met

Date of Hire: 06/27/2019

Staff # 28 Met

Date of Hire: 09/19/2019

Staff # 29 Met

Date of Hire: 02/14/2022

Staff # 30 Met

Staff # 31 Date of Hire: 06/14/2022	Met
Staff # 32 Date of Hire: 06/30/2022	Met
Staff # 33 Date of Hire: 06/27/2019	Met
Staff # 34 Date of Hire: 03/19/2016	Met
Staff # 35 Date of Hire: 07/11/2019	Met
Staff # 36 Date of Hire: 10/05/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 37 Date of Hire: 11/20/2019	Met
Staff # 38	Met
Staff # 39	Met
Staff # 40 Date of Hire: 09/12/2022	Met
Staff # 41 Date of Hire: 03/22/2021	Met
Staff # 42	Met
Staff # 43	Met
Staff # 44 Date of Hire: 06/02/2021	Met
Staff # 45	Met
Staff # 46 Date of Hire: 11/01/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 47 Date of Hire: 11/15/2021	Met



Staff # 48 Date of Hire: 08/03/2022	Met
Staff # 49 Date of Hire: 07/27/2017	Met
Staff # 50 Date of Hire: 12/15/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 51 Date of Hire: 10/25/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 52	Met
Staff # 53 Date of Hire: 10/15/2018	Met
Staff # 54 Date of Hire: 12/07/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 55 Date of Hire: 10/03/2022	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 56	Met
Staff # 57 Date of Hire: 06/27/2019	Met
Staff # 58 Date of Hire: 07/29/2020	Met
Staff # 59 Date of Hire: 09/19/2022	Met
Staff # 60 Date of Hire: 08/29/2022	Met
Staff # 61 Date of Hire: 03/15/2021	Met
Staff # 62 Date of Hire: 09/01/2021	Met

**Staff Credentials Reviewed: 12**

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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.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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**Staffing and Supervision**

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

**Comment**

Adequate supervision observed on this date.

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

**Comment**

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