



**Bright from the Start Georgia Department of Early Care and Learning**  
**2 Martin Luther King Jr. Drive SE, 670 East Tower**  
**Atlanta, GA 30334**  
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Date:** 1/24/2017    **VisitType:** Licensing Study    **Arrival:** 9:30 AM    **Departure:** 12:10 PM

**CCLC-39344**

**Grow Montessori School, Inc.**

1039 Camilla Street Atlanta, GA 30314 Fulton County  
 (404) 491-0580 emily@growmontessori.org

**Mailing Address**

P.O. Box 92054  
 Atlanta, GA 30314

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.gov

| <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|------------------|---------------|--|
| 01/24/2017                         | Licensing Study  | Good Standing |  |
| 07/14/2016                         | Monitoring Visit | Good Standing |  |
| 02/01/2016                         | 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- 1R  | Infants   | 1                              | 3        | C    | 9          | C            | NA         | NA           | Free Play, Transitioning, Outside, Floor Play |
| Main                           | B- 2R  | One Year Olds and Two Year Olds and Three Year Olds   | 1                              | 7        | C    | 9          | C            | NA         | NA           | Outside, Centers, Transitioning               |
| Main                           | C-Back | Three Year Olds and Four Year Olds and Five Year Olds | 2                              | 10       | C    | 15         | C            | NA         | NA           | Outside, Circle Time, Transitioning           |
| Total Capacity @35 sq. ft.: 33 |        |   | Total Capacity @25 sq. ft.: 0  |          |      |            |              |            |              |   |
| Total # Children this Date: 20 |        |   | Total Capacity @35 sq. ft.: 33 |          |      |            |              |            |              |   |
|                                |        |   | Total Capacity @25 sq. ft.: 0  |          |      |            |              |            |              |   |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main     | Garden     | 6                    | C                     |
| Main     | Main       | 41                   | C                     |

**Comments**

The purpose of this visit was to conduct a licensing study and to follow-up on the previous visit conducted on July 14, 2016.

Consultant reviewed the proposed rule changes and the criminal records rule changes with the director on this date.

Plan of Improvement: Developed This Date 01/24/2017

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



**Sign up Today!**

[www.qualityrated.dec.ga.gov](http://www.qualityrated.dec.ga.gov)

Any Licensed Program Eligible to Participate

**Free** Approved Training

**Free** Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: [QualityRated@dec.ga.gov](mailto:QualityRated@dec.ga.gov) or Call: 855-800-7747

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

**Refutation Process:**

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

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

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

A sample form for submitting a refutation can be found at: <http://dec.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)

Traci Coleman, Program Official

Date

Margarita Collier, 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:** 1/24/2017 **VisitType:** Licensing Study

**Arrival:** 9:30 AM

**Departure:** 12:10 PM

**CCLC-39344**

**Grow Montessori School, Inc.**

1039 Camilla Street Atlanta, GA 30314 Fulton County  
(404) 491-0580 emily@growmontessori.org

**Mailing Address**

P.O. Box 92054  
Atlanta, GA 30314

**Regional Consultant**

Margarita Collier

Phone: (770) 342-7934

Fax: (678) 891-5989

margarita.collier@decal.ga.gov

The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

Observed-Variety Throughout Center

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

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**591-1-1-.08 Children's Records**

**Technical Assistance**

**Comment**

Observed-Records Complete/Well Organized

**Technical Assistance**

Please continue to monitor the expiration dates of children's immunization certificates to ensure compliance with state licensing requirements.

**591-1-1-.23 Parental Authorization**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

### Facility

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

**Met**

**Comment**

Observation-Clean and Well Maintained

---

|   |            |
|---|------------|
| <b>591-1-1-.19 License Capacity(CR)</b> | <b>Met</b> |
|---|------------|

**Comment**

Licensed Capacity Routinely Met

---

|  |            |
|--|------------|
| <b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

Observation-Center Clean/Well Maintained

---

|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.26 Playgrounds(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Observation-Clean/Good Repair

|                     |
|---------------------|
| <b>Food Service</b> |
|---------------------|

---

|                                       |            |
|---------------------------------------|------------|
| <b>591-1-1-.18 Kitchen Operations</b> | <b>Met</b> |
|---------------------------------------|------------|

**Comment**

Kitchen Appears Clean/Well Organized

|                           |
|---------------------------|
| <b>Health and Hygiene</b> |
|---------------------------|

---

|  |            |
|--|------------|
| <b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b> | <b>Met</b> |
|--|------------|

**Comment**

Consultant observed proper diapering procedures on this date. Consultant observed a staff member in classroom B-2R to complete the proper diapering procedures with emphasis on handwashing and sanitizing the table after every use.

---

|                                |            |
|--------------------------------|------------|
| <b>591-1-1-.17 Hygiene(CR)</b> | <b>Met</b> |
|--------------------------------|------------|

**Comment**

Consultant observed staff members to remind children to wash their hands on this date.

---

|                                    |            |
|------------------------------------|------------|
| <b>591-1-1-.20 Medications(CR)</b> | <b>Met</b> |
|------------------------------------|------------|

**Comment**

Per director the center does not administer any medications on this date.

|                                |
|--------------------------------|
| <b>Policies and Procedures</b> |
|--------------------------------|

---

|  |                |
|--|----------------|
| <b>591-1-1-.21 Operational Policies &amp; Procedures</b> | <b>Not Met</b> |
|--|----------------|

**Finding**

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on consultant's review of the center's emergency drills the center did not complete a fire drill for the following months: June 2016, August 2016, and December 2016. It was further determined based on consultant's review of the center's emergency drills the center did not have documentation of two tornado drills being completed during 2016.

**POI (Plan of Improvement)**

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

**Correction Deadline: 1/29/2017**

---

|                                   |            |
|-----------------------------------|------------|
| <b>591-1-1-.27 Posted Notices</b> | <b>Met</b> |
|-----------------------------------|------------|

**Comment**

Observed-All Notices Posted

---

**591-1-1-.29 Required Reporting****Met****Comment**

Thank You for Reporting as Required

---

**Safety**

---

---

**591-1-1-.05 Animals****Met****Comment**

No Animals Kept

---

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

Consultant observed staff members in classroom C-Back to use positive redirection during a circle time activity conducted with children ranging in ages three years old to five years old.

**Comment**

Observed-Positive Learning Environment

---

**591-1-1-.13 Field Trips(CR)****Met****Comment**

No Field Trips at This Time

---

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

No Routine Transportation Provided

---

**Sleeping & Resting Equipment**

---

---

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

Correct number of mats; disinfecting discussed

**Comment**

Staff member in classroom A-1R stated the proper safe sleep procedures for infants on this date. The staff member emphasized that the infants are placed on their backs during naptime and are allowed to turn in their sleep on their own.

---

**Staff Records**

---

---

**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Consultant observed eight staff members' files on this date. Consultant observed eight of eight staff members to have evidence of a current satisfactory determination letter on file on this date.

**Comment**

The director provided three files for new staff members hired since the previous visit was conducted on July 14, 2016. Consultant observed three of three staff members to have evidence of a current satisfactory determination letter on file on this date.

---

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

Consultant observed the center to have a complete first aid kit on this date.

**Comment**

Observed-100% Certified First Aid &amp; CPR

**Technical Assistance**

Please ensure that staff members provide copies of their completed trainings and maintain copies of their training certificates in their files.

**Technical Assistance**

Please ensure that all newly hired staff members complete the required health and safety orientation training and first aid and CPR training within 90-days of their date of hire. Please ensure that all current staff members provide documentation of their health and safety orientation training and first aid and CPR training card for their files. Please remember that the health and safety orientation training does not replace the required first six hours of first year training for newly hired staff members within the first year of employment. Please ensure that all newly hired staff members not only complete the health and safety orientation training, but two clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children and four clock hours in disease control, cleanliness, basic hygiene, illness detection, illness disposition, and childhood injury control.

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

Observed-Appropriate Staff:Child Ratios

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

Observed-Adequate Supervision