



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: 3/30/2017 **VisitType:** Monitoring Visit **Arrival:** 12:30 PM **Departure:** 2:00 PM

CCLC-2519

Sugarloaf Montessori School

2270 Meadow Church Road Duluth, GA 30097 Gwinnett County
 (678) 473-0079 MWHALEY@MONTESSORI.COM

Regional Consultant

Ashley Shirah
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 ashley.shirah@dec.al.gov

Mailing Address
 Same

Compliance Zone Designation			Compliance Zone Designation - 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. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
03/30/2017	Monitoring Visit	Good Standing	
09/09/2016	Licensing Study	Good Standing	
03/31/2016	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-Left Hall-front	One Year Olds and Two Year Olds	2	14	C	26	C	NA	NA	Nap
Main	B-left hall-rear	Three Year Olds and Four Year Olds	1	8	C	27	C	NA	NA	Nap
Main	C-right hall-1R	Five Year Olds	1	6	C	27	C	NA	NA	Nap
Main	D-right hall-2R	Five Year Olds and Six Year Olds and Over	1	5	C	27	C	NA	NA	Lunch
Main	E-right hall-1L	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	10	C	27	C	NA	NA	Lunch
Main	F-right hall-2L	Three Year Olds and Four Year Olds	1	12	C	27	C	NA	NA	Nap
		Total Capacity @35 sq. ft.: 156			Total Capacity @25 sq. ft.: 0		Building capacity limited by Fire Marshall Limitations			
Total # Children this Date: 55		Total Capacity @35 sq. ft.: 156			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	192	C

Comments

No plan of improvement was issued on this date.

Plan of Improvement: No Plan Developed

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. You are encouraged not to wait and to complete the process as soon as possible.



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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.

- 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)

Michelle Whaley, Program Official

Date

Ashley Shirah, 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-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Observation-Center Clean/Well Maintained

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

Met

Comment

Observation-Clean/Good Repair

Health and Hygiene

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Observed-Proper Hand Washing Throughout

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

Met

Comment

Observed-Complete Documentation

Safety

591-1-1.11 Discipline(CR)	Met
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Comment

Observed-Positive Learning Environment

591-1-1.13 Field Trips(CR)	Met
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Comment

No Field Trips at This Time

591-1-1.36 Transportation(CR)	Met
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Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1.30 Safe Sleeping and Resting Requirements(CR)	Met
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Comment

Observed-Pleasant Naptime Environment

Staff Records

Records Reviewed: 15

Records with Missing/Incomplete Components: 1
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Staff # 1

Not Met

Date of Hire: 04/28/1999

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1.09 Criminal Records Check(CR)	Not Met
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Finding

591-1-1-.09(1)(e) requires every Employee hired before January 1, 2014 have either a satisfactory Preliminary Records Check Determination or a satisfactory Fingerprint Records Check Determination on file and requires that Employees hired before January 1, 2014 that have only a satisfactory Preliminary Records Check Determination on file to obtain a Fingerprint Records Check Determination before January 1, 2017. It was determined based on consultants observations that one staff person was observed to have been hired on 4/28/1999 and did not complete the finger printing process prior to January 1, 2017.

POI (Plan of Improvement)

The Center will ensure that every employee hired before January 1, 2014 has a satisfactory preliminary determination or satisfactory fingerprint determination on file and will have a plan to ensure that these employees obtain a Fingerprint Records Check Determination before January 1, 2017.

Correction Deadline: 3/30/2017

Staffing and Supervision

591-1-1.32 Staff:Child Ratios and Group Size(CR)	Met
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Comment

Observed-Appropriate Staff:Child Ratios

591-1-1.32 Supervision(CR)	Met
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Comment

Observed-Direct Supervision/Attentive Staff