



**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:** 4/23/2019    **VisitType:** Initial Licensing Study    **Arrival:** 8:50 AM    **Departure:** 1:45 PM

**CCLC-50193**

**Greater Atlanta Montessori School**

1980 Buford Highway Buford, GA 30518 Gwinnett County  
 (678) 926-3202 pcgentry1@gmail.com

**Regional Consultant**

Tamra Thomas

Phone: (770) 405-7962  
 Fax: (404) 591-6172  
 tamra.thomas@decal.ga.gov

**Mailing Address**  
 Same

**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.
04/23/2019	Initial Licensing Study	Good Standing	
12/18/2018	Initial Licensing Study	Good Standing	
<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.			

**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		0	0	C	26	C	NA	NA	
Main	B 1R		0	0	C	20	C	NA	NA	
Main	C Back		0	0	C	20	C	NA	NA	
Main	D 2L	Two Year Olds	1	1	C	22	C	NA	NA	Floor Play
Total Capacity @35 sq. ft.: 18						Total Capacity @25 sq. ft.: 0		Building capacity limited by Centers Request		
Total # Children this Date: 1			Total Capacity @35 sq. ft.: 18			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG A	28	C

**Comments**

The purpose of the visit was to conduct a three month Temporary license initial licensing visit.

The provider requested to have the center limited to no more than eighteen (18) children capacity at this time given limited staff hired, and to remove Playground B as licensed outdoor space. The provider acknowledges before playground B can be added through an amendment that four-hundred and sixty-three (463) square feet of hard surface must be removed, and the blue rubber tiles must be repaired to meet resilient surface requirements.

The provider was issued a License on 06/13/2019.

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).



Please refer to the website, <http://www.decal.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.decal.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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)



**Important New Deadlines:**

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

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

Pang (Hannah) Gentry, Program Official

Date

Tamra Thomas, Consultant

Date



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### Findings Report

**Date:** 4/23/2019 **VisitType:** Initial Licensing Study **Arrival:** 8:50 AM **Departure:** 1:45 PM

#### CCLC-50193

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The following information is associated with a Initial Licensing Study:

### Activities and Equipment

#### 591-1-1-.03 Activities

Met

#### Comment

591-1-1-.03(2) The consultant observed lesson plans and schedules posted on this date. The Center shall have sufficient and varied play and learning equipment/ materials to support activities in all developmental areas.

**Correction Deadline: 4/23/2019**

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

Technical Assistance

#### Technical Assistance

591-1-1-.12(4) - The consultant discussed with the provider to ensure any equipment of weight or mass is secured to prevent a tip over hazard.

**Correction Deadline: 4/23/2019**

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

Met

#### Comment

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 1**

**Records with Missing/Incomplete Components: 1**

Child # 1

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

**Technical Assistance**

591-1-1-.08(1) - The consultant observed one child's file to lack a request for release persons address. The consultant provided the DECAL sample enrollment form to ensure the provider's enrollment form meets all field requirements.

**Correction Deadline: 4/23/2019**

**Finding**

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on a review of records, one child present was not signed in on this date and only the first name was listed on the sign-in form..

**POI (Plan of Improvement)**

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the department when requested. The consultant discussed with the provider to ensure the form lists the children's full name and each parent signs in and out each day.

**Correction Deadline: 4/23/2019**

	<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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

The program has the following capacity limitations: The provider requested to limit the capacity to no more than eighteen (18) children to allow time to employ staff and enroll children in the program.

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

591-1-1-.25(13) - The consultant discussed with the provider to ensure all hazards are stored in a locked cabinet or kept inaccessible to children. This includes the classrooms not being used at this time.

**Correction Deadline: 4/23/2019**

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**591-1-1-.26 Playgrounds(CR)****Not Met****Technical Assistance**

591-1-1-.26(5) - The provider was pending removal of four hundred and sixty-three (463) of square feet of hard surface on playground B from the previous Initial Licensing visit.. However, the provider has elected to remove Playground B from the center's license at this time. The provider has acknowledged before Playground B can be added back to the license through an amendment process, the hard surface must be removed and the rubber tiles must be repaired according to manufacturer's requirements to meet fall zone requirements.

**Correction Deadline: 5/23/2019**

**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation, playground A had a three (3.7) foot in height green and tan climbing structure on the concrete with no resilient surface, and playground B had a blue and burgundy three (3.6) foot height structure on the grass with no fall resilient surface.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency. The provider requested to remove Playground B- left side from the license at this time. The provider will ensure on playground A tan/green climbing structure is on a soft surface such as grass or rubber tiles. The provider can submit an amendment to add playground B to the license once four-hundred and sixty-three (463) square feet of hard surface is removed, and will ensure the worn blue rubber tiles on playground B meet the resilient safety standards. The provider did not have information to support the blue rubber surface was still under warranty.

**Correction Deadline: 4/29/2019**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation, the following hazards:

- PG-B - Overgrown weeds throughout the playground area and between the rubber tiles
  - Broken sticks and small rocks were present on the concrete area posing a hazard
  - A large spider web was inside the blue and rust climbing structure

PG-A - Four areas of active red ant mounds and trails around the concrete area

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

**Correction Deadline: 4/23/2019**

**Food Service**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.15(4) - The consultant observed in classroom 1R a toddler table with blue seats and one chair was missing the straps. No children were being served in this classroom on this date. The provider will ensure the strap is added before the chair is used.

**Correction Deadline: 4/23/2019**

**591-1-1-.18 Kitchen Operations**

**Not Met**

**Finding**

591-1-1-.18(12) prohibits children from being in the kitchen except as part of a planned, supervised learning experience. It was determined based on consultant observation, a two year old was allowed in the kitchen when the staff obtained water.

**POI (Plan of Improvement)**

The Center will ensure that children's access to the kitchen is restricted as required.

**Correction Deadline: 4/23/2019**

**Health and Hygiene**

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

**Technical Assistance**

**Correction Deadline: 12/18/2018**

**Corrected on 4/23/2019**

**.10(2) - The consultant observed the provider to have warm running water at the diapering table on this date.**

**Technical Assistance**

591-1-1-.10(4) - The consultant discussed with the provider to ensure in classroom D -2L to ensure the cracked surface under the changing pad is covered or ensure the pad does not move.

**Correction Deadline: 4/23/2019**

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

**Met**

**Comment**

The consultant discussed with the provider to ensure once staff is hired to ensure handwashing rules for children and staff are followed.

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

**Met**

**Comment**

Discussed proper medication documentation and procedures with the provider.

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**Organization**

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**591-1-1-.16 Governing Body & License**

**Met**

**Comment**

591-1-1-.16(h)1. The provider is currently operating with a temporary license to allow time to remove the hard surface no later than June 30, 2019. Once the hard surface is removed, the license will be issued.

**Correction Deadline: 4/23/2019**

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**Policies and Procedures**

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**591-1-1-.27 Posted Notices**

**Technical Assistance**

**Technical Assistance**

591-1-1-.27 - The consultant provided the list of the required postings. The provider will add the Director name and other persons as staff is hired to be in charge in the Director's absence, and ensure the DECAL rules and regulations handbook is available.

**Correction Deadline: 4/23/2019**

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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-.13 Field Trips(CR)**

**Met**

**Comment**

Center does not participate in field trips at this time.

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

**Met**

**Comment**

Center does not provide routine transportation. The consultant discussed with the provider to ensure the regional consultant is contacted before transportation is offered to review DECAL rules and regulations.

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**Sleeping & Resting Equipment**

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

591-1-1-.30(1)(a)The consultant observed three (3) cribs dated December 5, 2012 that will be placed in classroom D-2L. The cribs had tight fitting sheets on this date, and the consultant discussed with the provider to ensure toys are not stored in the cribs.

**Correction Deadline: 5/3/2019**

<b>Staff Records</b>
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**Records Reviewed: 1****Records with Missing/Incomplete Components: 1**

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Staff # 1

Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.33(3)-Health &amp; Safety Certificate

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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.

**Correction Deadline: 12/18/2018****Corrected on 4/23/2019**

**.09(1)(c) - The provider had background results for the center director/owner on this date. The provider is the only employed staff on this date. The provider will ensure to process background checks according to DECAL background check requirements before any new staff are allowed on the premises when children are present.**

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**591-1-1-.14 First Aid & CPR****Met****Correction Deadline: 1/17/2019****Corrected on 4/23/2019**

**.14(1) - The provider has first aid/cpr on this date. The provider/director is the only employed staff on this date.**

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**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 training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on review of staff records, a staff member hired October 1, 2019 did not have health and safety training within ninety (90) days of hire.

**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.

**Correction Deadline: 5/23/2019**

**Comment**

591-1-1-.31(13) The consultant discussed with the provider DECAL prohibits center staff from committing any criminal act, as defined under Georgia law, in the presence of any child enrolled in the center and requires center staff to comply with all applicable laws and regulations.

**Correction Deadline: 4/23/2019**

**Comment**

591-1-1-.31(4)(b)1. The consultant discussed with the provider given the center will be limited to no more than eighteen (18) children to ensure that any caregiver/aide is at least 18 years old and meets DECAL qualification requirements.

**Correction Deadline: 4/23/2019**

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<b>Staffing and Supervision</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

**Technical Assistance**

591-1-1-.32(7) - The consultant discussed with the provider to ensure children are closely supervised upon going from different areas of the center and to ensure DECAL supervision rules and regulations are followed at all times.

**Correction Deadline: 4/23/2019**