



**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:** 7/14/2017    **VisitType:** Monitoring Visit    **Arrival:** 12:10 PM    **Departure:** 4:00 PM

**CCLC-25416**

**Primary Prep Academy**

1887 West Oak Parkway Marietta, GA 30062 Cobb County  
 (678) 594-8700 Diane@kidsrkdirseastcobb.com

**Regional Consultant**

Leah Klatzker  
 Phone: (770) 357-7038  
 Fax: (770) 357-7037  
 leah.klatzker@decal.ga.gov

**Mailing Address**  
 Same

<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.
07/14/2017	Monitoring Visit	Good Standing	
04/04/2017	Licensing Study	Good Standing	
11/01/2016	Complaint Investigation & 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	1L	Infants and One Year Olds	2	7	C	14	C	NA	NA	Floor Play,Nap,Diapering
Main	1R	Infants	2	8	C	15	C	NA	NA	Feeding,Floor Play
Main	2L	One Year Olds	2	6	C	16	C	NA	NA	Nap
Main	2R	One Year Olds and Two Year Olds	2	14	C	16	C	NA	NA	Nap
Main	3L	Three Year Olds	1	6	C	16	C	23	C	Lunch
Main	3R	Two Year Olds	1	10	C	16	C	NA	NA	Nap
Main	4L	Three Year Olds	2	12	C	21	C	NA	NA	Nap
Main	4R	Two Year Olds	2	11	C	21	C	NA	NA	Nap
Main	5L	Four Year Olds	2	13	C	25	C	NA	NA	Lunch
Main	5R	Three Year Olds and Four Year Olds	2	9	C	25	C	35	C	Lunch
Main	6R	Four Year Olds and Five Year Olds	2	17	C	25	C	34	C	Transitioning
Total Capacity @35 sq. ft.: 210					Total Capacity @25 sq. ft.: 236					
Total # Children this Date: 113					Total Capacity @25 sq. ft.: 236					


Building	Playground	Playground Occupancy	Playground Compliance
Main	Infant Playground	8	C
Main	Preschool Playground	27	C
Main	School Age Playground	116	C

### Comments

Requested all staff files on this date.

Plan of Improvement: Developed This Date 07/14/2017

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.



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 Raises the Bar in Child Care  
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 Email: [QualityRated@decga.gov](mailto:QualityRated@decga.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.

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### 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@decga.gov](mailto:CCSRefutations@decga.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://decga.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.

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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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Diane Heilmann, Program Official

Date

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Leah Klatzker, 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-.12 Equipment & Toys(CR)**

**Met**

**Comment**

Observed-Variety Throughout Center

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

**Met**

**Comment**

Swimming rules discussed.

### Facility

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

**Met**

**Comment**

Licensed Capacity Routinely Met

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

**Technical Assistance**

**Technical Assistance**

Please ensure that the playground equipment is free from rust.

**Correction Deadline: 7/24/2017**

### Health and Hygiene

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

**Met**

**Comment**

Staff Stated Proper Knowledge

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

**Comment**

Observed-Staff Remind Children Wash Hand

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

**Comment**

Observed-Complete Documentation

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**Safety**

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

**Comment**

Observed-Discussion/Redirection

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

**Comment**

Observed-Complete Documentation

**Comment**

Paperwork discussed

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed-SIDS/Infant Sleeping Position

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**Staff Records**

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**591-1-1-.09 Criminal Records Check(CR)** **Not Met**

**Finding**

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined based on observation that there two swim instructors and one lifeguard that did not have local criminal records check determination at the center on this date.

**POI (Plan of Improvement)**

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

**Correction Deadline: 7/14/2017**

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

**Correction Deadline: 5/4/2017**

**Corrected on 7/14/2017**

**.14(1) - Observed the Director to have completed an approved CPR and First Aid training.**

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

**Correction Deadline: 4/4/2017**

Corrected on 7/14/2017

.31(2)(c) - Observed the lead to have a CDA on this date.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Adequate Supervision