



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: 12/9/2019 **VisitType:** Complaint Investigation Follow Up **Arrival:** 7:40 AM **Departure:** 12:55 PM

CCLC-50193

Greater Atlanta Montessori School

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

Regional Consultant

Malissa Champion
 Phone: (770) 357-4925
 Fax: (770) 357-4924
 malissa.champion@dec.al.ga.gov

Mailing Address
 Same

Quality Rated: No

Compliance Zone Designation		
12/09/2019	Complaint Closure	Good Standing
12/09/2019	Complaint Investigation Follow Up	Support
08/13/2019	Licensing Study	Good Standing

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.

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	One Year Olds and Two Year Olds and Three Year Olds	1	3	C	22	C	NA	NA	Free Play

Total Capacity @35 sq. ft.: 18

Total Capacity @25 sq. ft.: 0

Building capacity limited by Centers Request

Total # Children this Date: 3

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 this visit was to conduct a complaint investigation follow-up and to follow up on the previous visit conducted on August 13, 2019. A one-day letter was left on this date.

Plan of Improvement: To Be Submitted 12/23/2019

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

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.

- 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

Pang (Hannah) Gentry, Program Official

Date

Malissa Champion, Consultant

Date



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Summary Report

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The following information is associated with a Complaint Investigation Follow Up:

Children's Records

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

Met

Correction Deadline: 8/13/2019

Corrected on 12/9/2019

.08(1) - The previous citation was observed to be corrected on this date. Consultant observed children's records to be complete on this date.

Correction Deadline: 8/13/2019

Corrected on 12/9/2019

.08(6) - The previous citation was observed to be corrected on this date. Consultant observed present children to be signed in on this date.

Facility

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

Defer

Defer

591-1-1-.26(8)- The previous citation was deferred due to inclement weather preventing an accurate measurement of the resilient surface. The consultant will follow-up on the citation during the center's next regulatory visit.

Correction Deadline: 4/29/2019

Defer

591-1-1-.26(9)- Playground not observed on this date due to inclement weather.

Correction Deadline: 4/23/2019

Policies and Procedures

Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on a review of records that the provider was unable to produce emergency drills for November of 2019.

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Correction Deadline: 12/9/2019

Recited on 12/9/2019

Staff Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 2

Staff # 1 Not Met

Date of Hire: 10/01/2018

"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing,.33(3)-Health & Safety Certificate

Staff # 3 Not Met

Date of Hire: 10/16/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff member #3 hired October 16, 2019 did not have evidence of submitting both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. A one-day letter was left on this date.

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Correction Deadline: 12/9/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff member #3 hired on October 11, 2019, did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while children were present. A one-day letter was left on this date.

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Correction Deadline: 12/9/2019

591-1-1-.24 Personnel Records

Met

Correction Deadline: 12/9/2019

Corrected on 12/9/2019

.24(1) - The previous citation was observed to be corrected on this date. Consultant observed all staff to have a personnel file on this date.

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(1) requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on review of records that staff member #1 hired June 13, 2019 did not have evidence of receiving initial center orientation prior to taking on the responsibilities required of the center director.

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Correction Deadline: 12/9/2019

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, staff member #1 hired June 13, 2019 did not complete the required health and safety orientation training within 90 days of their date of hire.

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Correction Deadline: 12/20/2019

Recited on 12/9/2019