



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: 11/2/2017 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 11:50 AM

CCLC-18207

Oak Grove Montessori School

180 Oak Grove Road Carrollton, GA 30117 Carroll County
 (770) 214-0112 ogmoffice@gmail.com

Regional Consultant

Laura Swann

Phone: (706) 855-3454

Fax: (706) 434-7641

laura.swann@decal.ga.gov

Mailing Address

Same

Quality Rated: No

<u>Compliance Zone Designation</u>			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.
11/02/2017	Licensing Study	Good Standing	
04/19/2017	Monitoring Visit	Good Standing	
01/26/2017	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
Building 1	Center Back Left	Infants	2	4	C	17	C	NA	NA	Feeding, Diapering, Floor Play
Building 1	Center Bk Right	One Year Olds	2	6	C	24	C	NA	NA	Snack
Building 1	Rm.C-1st Right		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 51			Total Capacity @25 sq. ft.: 0							
Building 2	2A-Rm. F	Two Year Olds and Three Year Olds	2	10	C	26	C	NA	NA	Free Play
Building 2	2A-Rm.G	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	27	C	NA	NA	Free Play
Building 2	2B-Rm.H	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	18	C	53	C	NA	NA	Free Play
Total Capacity @35 sq. ft.: 106			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 51			Total Capacity @35 sq. ft.: 157							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

Comments

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.

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.al.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.al.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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

Courtney Hyde, Program Official

Date

Laura Swann, 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: 11/2/2017 **VisitType:** Licensing Study

Arrival: 8:40 AM

Departure: 11:50 AM

CCLC-18207

Oak Grove Montessori School

180 Oak Grove Road Carrollton, GA 30117 Carroll County
(770) 214-0112 ogmoffice@gmail.com

Mailing Address
Same

Regional Consultant

Laura Swann

Phone: (706) 855-3454
Fax: (706) 434-7641
laura.swann@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)

N/A

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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

Technical Assistance

Technical Assistance

591-1-1-.08(6) - Please ensure children are signed in/out daily and the time for both is documented.

Correction Deadline: 11/2/2017

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**

Reminder-Keep Hazards Inaccessible

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

591-1-1-.26(4) - Please continue to monitor the bottom of the wooden fences on the outdoor classrooms to ensure gaps are not more than 3 1/2".

Correction Deadline: 11/2/2017**Food Service****591-1-1-.18 Kitchen Operations****Met****Comment**

Ensure Storage in Airtight Containers

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Observed-Proper Diapering

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

Observed-Proper Hand Washing Throughout

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

Observed-Complete Documentation

Policies and Procedures**591-1-1-.27 Posted Notices****Technical Assistance****Technical Assistance**

591-1-1-.27 - Reminder-Signs Posted/Up to Date

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

Animals Clean/Appropriately Caged

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

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)	N/A
------------------------------------	------------

Comment

No Field Trips at This Time

591-1-1-.36 Transportation(CR)	N/A
---------------------------------------	------------

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)	Not Met
---	----------------

Finding

591-1-1-.30(1)(a)3 requires that each crib shall have only an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant. It was determined based on staff statements that crib sheets were changed once a week when daily changing was required.

POI (Plan of Improvement)

The center will ensure that each crib has an individual, tight-fitting sheet which is changed daily or more often as needed and prior to a change of occupant.

Correction Deadline: 11/2/2017

Correction Deadline: 4/19/2017

Corrected on 11/2/2017

.30(2)(b) - Correction observed on this date. Children were placed in empty cribs.

Staff Records

Records Reviewed: 27

Records with Missing/Incomplete Components: 7

Staff # 1	Met
-----------	-----

Date of Hire: 08/29/2017

Staff # 2	Met
-----------	-----

Date of Hire: 07/25/2017

Staff # 3	Not Met
-----------	---------

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 4	Not Met
-----------	---------

Date of Hire: 07/06/2012

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 5	Not Met
-----------	---------

Date of Hire: 06/12/2006

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 6	Met
Date of Hire: 08/08/2016	
Staff # 7	Not Met
Date of Hire: 10/10/2013	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 8	Met
Date of Hire: 09/21/2016	
Staff # 9	Met
Date of Hire: 08/25/2017	
Staff # 10	Met
Date of Hire: 12/15/2016	
Staff # 11	Met
Date of Hire: 08/16/2004	
Staff # 12	Met
Date of Hire: 11/29/2016	
Staff # 13	Met
Date of Hire: 08/09/2016	
Staff # 14	Met
Date of Hire: 06/15/2017	
Staff # 15	Not Met
Date of Hire: 08/12/2009	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 16	Met
Date of Hire: 08/10/2016	
Staff # 17	Met
Date of Hire: 09/15/2017	
Staff # 18	Met
Date of Hire: 01/07/2017	
Staff # 19	Met

Records Reviewed: 27**Records with Missing/Incomplete Components: 7**

Date of Hire: 08/29/2017

Staff # 20

Met

Date of Hire: 01/06/2017

Staff # 21

Not Met

Date of Hire: 10/15/2016

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 22

Met

Date of Hire: 08/10/2017

Staff # 23

Met

Date of Hire: 11/25/2016

Staff # 24

Met

Date of Hire: 11/15/2013

Staff # 25

Met

Date of Hire: 02/04/2017

Staff # 26

Not Met

Date of Hire: 08/16/2021

Reminder - Health & Safety training is required within 90 calendar days of hired"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 27

Met

Date of Hire: 06/04/2015

Staff Credentials Reviewed: 27

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

Criminal Records Check complete- Continue to monitor background checks for expiration dates.

Comment

Seven staff hired since last visit

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

Observed-50% Certified First Aid & CPR

591-1-1-.33 Staff Training**Not Met**

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on a review of records that seven staff did not complete the required ten hours of annual training for 2016.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2017

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

Lead staff education requirements

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-Direct Supervision/Attentive Staff