



**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:** 11/8/2017 **VisitType:** Licensing Study **Arrival:** 12:40 PM **Departure:** 3:00 PM

**CCLC-2808**

**Montessori At Brookstone**

1680 Brookstone Walk Acworth, GA 30101 Cobb County  
 (770) 426-5245 lgrier@montessori.com

**Regional Consultant**

Leah Klatzker

Phone: (770) 357-7038

Fax: (770) 357-7037

leah.klatzker@dec.al.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.  <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.
11/08/2017	Licensing Study	Good Standing	
03/02/2017	Licensing Study	Good Standing	
08/23/2016	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		0	0	C	18	C	NA	NA	Not In Use
Main	1R	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	28	C	NA	NA	Circle Time
Main	2L	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	8	C	27	C	NA	NA	Circle Time
Main	2R	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	18	C	29	C	NA	NA	Transitioning,Ce nters
Main	3L	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	30	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 132			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 52			Total Capacity @35 sq. ft.: 132							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playroung	172	C

**Comments**

Requested all staff files on this date.

Plan of Improvement: Developed This Date

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.

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](mailto: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](mailto:qualityrated@dec.al.ga.gov)

Linda Grier, Program Official

Date

Leah Klatzker, Consultant

Date



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### Findings Report

**Date:** 11/8/2017 **VisitType:** Licensing Study

**Arrival:** 12:40 PM

**Departure:** 3:00 PM

#### CCLC-2808

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

Met

Correction Deadline: 3/2/2017

Corrected on 11/8/2017

.03(2) - Previous citation corrected.

#### 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

No Swimming Activities Provided

### 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 is maintained after inclement weather.

### Health and Hygiene

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<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
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**Comment**

The center does not diaper children.

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<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
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**Comment**

Observed-Staff Remind Children Wash Hand

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<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
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**Comment**

Discussed-Documentation/Procedures

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	<b>Safety</b>
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<b>591-1-1-.11 Discipline(CR)</b>	<b>Met</b>
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**Comment**

Observed-Discussion/Redirection

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<b>591-1-1-.13 Field Trips(CR)</b>	<b>Met</b>
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**Comment**

No Field Trips at This Time

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<b>591-1-1-.36 Transportation(CR)</b>	<b>Met</b>
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**Comment**

No Routine Transportation Provided

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	<b>Sleeping &amp; Resting Equipment</b>
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<b>591-1-1-.30 Safe Sleeping and Resting Requirements(CR)</b>	<b>Met</b>
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**Comment**

The center does not have infants.

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	<b>Staff Records</b>
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<b>Records Reviewed: 12</b>	<b>Records with Missing/Incomplete Components: 0</b>
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Staff # 1	Met
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Date of Hire: 07/24/2017

Staff # 2	Met
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Date of Hire: 03/26/2015

Staff # 3	Met
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Date of Hire: 08/05/2002

Staff # 4	Met
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Date of Hire: 01/03/2011

Staff # 5	Met
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Date of Hire: 01/30/2000

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**Records Reviewed: 12****Records with Missing/Incomplete Components: 0**

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Staff # 6	Met
Date of Hire: 08/11/2003	
Staff # 7	Met
Date of Hire: 08/26/1997	
Staff # 8	Met
Date of Hire: 07/25/2016	
Staff # 9	Met
Date of Hire: 05/05/1986	
Staff # 10	Met
Date of Hire: 02/09/2012	
Staff # 11	Met
Date of Hire: 08/11/2000	
Staff # 12	Met
Date of Hire: 08/01/1997	

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**Staff Credentials Reviewed: 12**

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

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**Met****Comment**

Criminal Records Check complete

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**591-1-1-.33 Staff Training**

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**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 a review of records that two of twelve staff did not complete the training as required.

**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: 12/8/2017**

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

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**Not Met**

**Finding**

Previously Cited: 591-1-1-.31(1)(b) requires the Center to ensure the Director meets minimum educational and qualifying work requirements. It was determined based on a review of records that the Director did not have such requirements.

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on a review of records that the Director did not have a credential that met the required qualifications.

**POI (Plan of Improvement)**

Previously Cited: The Center will ensure a Director who meets minimum qualifications as listed in the rules is appointed and documentation of qualifications is on file at the Center.

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

**Correction Deadline: 6/30/2018**

**Recited on 11/8/2017**

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

Observed-Appropriate Staff:Child Ratios

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

Observed-Adequate Supervision