



**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:** 1/15/2020 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 12:30 PM

**CCLC-32037**

**Primrose School of Suwanee West**

800 Peachtree Industrial Blvd. Suwanee, GA 30024 Gwinnett County  
 (770) 932-3900 shanna@primrosesuwaneeest.com

**Regional Consultant**

Mandi Sloan

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**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.
01/15/2020	Licensing Study	Good Standing	
09/04/2019	Monitoring Visit	Good Standing	
06/21/2019	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
Main	A-1R-Infants-1 year	One Year Olds	1	3	C	10	C	NA	NA	Free Play,Nap
Main	B-2R-Infants	Infants	1	3	C	11	C	NA	NA	Nap,Free Play
Main	C-1L-1 year olds	One Year Olds and Two Year Olds	2	9	C	13	C	NA	NA	Floor Play,Transitioning
Main	D-2L- 2 years	One Year Olds and Two Year Olds	2	13	C	18	C	NA	NA	Free Play,Diapering
Main	E-3L- 3 years	Two Year Olds and Three Year Olds	2	18	C	23	C	NA	NA	Centers
Main	F-4L- 3 years	Three Year Olds and Four Year Olds	2	15	C	22	C	31	C	Centers
Main	G-4R- 4 years	PreK	2	22	C	22	C	31	C	Centers
Main	H-3R- 4 years	PreK	2	21	C	23	C	32	C	Circle Time
Main	I-rt wing front- 4-5 years	Four Year Olds and Five Year Olds	2	17	C	21	C	29	C	Field Trip
Main	J-right wing rear- 4 years	Five Year Olds and Six Year Olds and Over	2	8	C	22	C	31	C	Field Trip
Total Capacity @35 sq. ft.: 185			Total Capacity @25 sq. ft.: 229							
Total # Children this Date: 129			Total Capacity @35 sq. ft.: 185							
			Total Capacity @25 sq. ft.: 229							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-left front playground	48	C
Main	B-left rear playground	49	C

Main	C- right playground	86	C
Main	D-center front infant playground	6	C

### Comments

The purpose of today's visit was to conduct a Licensing Study and to follow up on citations from the visit conducted on September 4, 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.dec.al.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@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).

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)

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Shanna Jonathan, Program Official

Date

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Mandi Sloan, Consultant

Date



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### Findings Report

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The following information is associated with a Licensing Study:

### Activities and Equipment

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Facility

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

**Met**

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Met**

**Correction Deadline: 9/4/2019**

**Corrected on 1/15/2020**

.25(13) - The previous citation was corrected on this date as hazardous materials were not observed to be accessible to children. Further, no hazards were found in children's backpacks or teacher's desks.

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.26 - Consultant discussed with provider to ensure maintenance of the resilient surface. Please fluff and redistribute once the ground has dried from recent storms and rains. Consultant also discussed with provider to ensure there are no areas of standing water on the playground before children are permitted to use the playground.

### Food Service

**Technical Assistance**

591-1-1-.15(2) - Consultant discussed with provider to ensure that infant feeding plans are updated regularly and kept current.

**Correction Deadline: 1/15/2020**

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

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

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

Age-appropriate discussion and/or redirection observed.

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

**Correction Deadline: 9/5/2019**

**Corrected on 1/15/2020**

.36(7)(c)2. - The previous citation was corrected on this date as transportation records were observed to be complete. Further, a mark/ symbol was given to account for all children listed on the passenger transportation checklists upon entering and exiting the vehicle.

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

Pleasant naptime environment observed.

**Staff Records****Records Reviewed: 19****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 02/15/2011

Staff # 2

Met

Date of Hire: 12/02/2019

Staff # 3 Date of Hire: 08/01/2016	Met
Staff # 4 Date of Hire: 08/04/2003	Met
Staff # 5 Date of Hire: 07/31/2019	Met
Staff # 6 Date of Hire: 10/03/2019	Met
Staff # 7 Date of Hire: 09/28/2006	Met
Staff # 8 Date of Hire: 07/25/2018	Met
Staff # 9 Date of Hire: 08/02/2011	Met
Staff # 10 Date of Hire: 07/30/2013	Met
Staff # 11 Date of Hire: 10/20/2014	Met
Staff # 12 Date of Hire: 05/23/2006	Met
Staff # 13 Date of Hire: 07/17/2019	Met
Staff # 14	Met
Staff # 15 Date of Hire: 06/13/2019	Met
Staff # 16	Met
Staff # 17 Date of Hire: 07/02/2007	Met
Staff # 18 Date of Hire: 06/18/2019	Met

Staff # 19

Met

Date of Hire: 08/12/2013

**Staff Credentials Reviewed: 9****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided files for five employees hired since last visit.

**591-1-1-.14 First Aid & CPR****Met****Correction Deadline: 9/18/2019****Corrected on 1/15/2020****.14(1) - The previous citation was corrected on this date as CPR and First Aid training was observed to be complete for all staff who are within their first 90 days of employment.****591-1-1-.33 Staff Training****Met****Correction Deadline: 10/4/2019****Corrected on 1/15/2020****.33(3) - The previous citation was corrected on this date as each staff member with direct care responsibilities were observed to have completed health and safety training within their first 90 days of employment.****591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision****591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Technical Assistance****Technical Assistance**

591-1-1-.32(4)(b) - Consultant discussed with provider to ensure that parental permission is obtained for children who turn three years old during the regular school year to allow them to remain in their current two year old classroom.

**Correction Deadline: 1/15/2020****591-1-1-.32 Supervision(CR)****Met****Comment**

Adequate supervision observed on this date.