



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: 12/10/2020 **VisitType:** Licensing Study

Arrival: 1:45 PM

Departure: 3:00 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

Phone: (770) 357-5097

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mandi.sloan@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation			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.
12/10/2020	Licensing Study	Good Standing	
01/15/2020	Licensing Study	Good Standing	
09/04/2019	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	A-1R-Infants-1 year	Infants	2	6	C	10	C	NA	NA	Free Play,Feeding
Main	B-2R-Infants	Infants	2	8	C	11	C	NA	NA	Floor Play,Nap
Main	C-1L-1 year olds	One Year Olds	2	4	C	13	C	NA	NA	Art
Main	D-2L- 2 years	Two Year Olds and Three Year Olds	2	15	C	18	C	NA	NA	Free Play
Main	E-3L- 3 years	Three Year Olds	1	10	C	23	C	NA	NA	Centers
Main	F-4L- 3 years	Three Year Olds	1	9	C	22	C	31	C	Centers
Main	G-4R- 4 years		0	0	C	22	C	31	C	Not In Use
Main	H-3R- 4 years	PreK	2	19	C	23	C	32	C	Centers
Main	I-rt wing front- 4-5 years	PreK	2	14	C	21	C	29	C	Centers
Main	J-right wing rear- 4 years	Five Year Olds	1	11	C	22	C	31	C	Centers

Total Capacity @35 sq. ft.: 185

Total Capacity @25 sq. ft.: 229

Total # Children this Date: 96

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
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Comments

An Administrative Review was conducted on December 10, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on December 18, 2020 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order was reviewed during the virtual inspection. The new infant feeding plan was shared with the provider on this date.

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.state.ga.us/CCS/RuleAndRegulations.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.state.ga.us.

- 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.state.ga.us/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

Shanna Jonathan, Program Official

Date

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on this date.

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

Met

Comment

Center does not provide swimming activities.

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

Met

Comment

Records were observed to be complete and well organized.

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****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. The physical plant appeared to be clean and in good repair upon virtual walk through.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground appeared to be clean and in good repair upon virtual walk through.

Food Service**591-1-1-.18 Kitchen Operations****Met****Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Kitchen appeared to be clean and well organized. Meal service was stated to take place in classrooms rather than in a congregated or communal setting.

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

Hand washing and sanitizing requirements for diapering were discussed with the Director/Provider on this date.

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

Hand washing requirements for children and staff were discussed with the Director/Provider on this date.

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

Documentation for medication dispensing observed complete.

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

Center does not keep animals on premises.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Provider on this date.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

Sleeping & Resting Equipment

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Sleeping and Resting was not directly observed during the virtual walk through. Regulations regarding proper sleeping and resting were discussed with the Provider on this date.

Staff Records

Records Reviewed: 38**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 07/15/2019	
Staff # 2	Met
Date of Hire: 08/06/2020	
Staff # 3	Met
Date of Hire: 09/02/2020	
Staff # 4	Met
Date of Hire: 08/21/2020	
Staff # 5	Met
Date of Hire: 08/26/2019	
Staff # 6	Met
Date of Hire: 02/15/2011	
Staff # 7	Met
Date of Hire: 12/02/2019	
Staff # 8	Met

Date of Hire: 11/03/2020

Staff # 9 Met

Date of Hire: 08/01/2016

Staff # 10 Met

Date of Hire: 08/04/2003

Staff # 11 Met

Date of Hire: 09/03/2020

Staff # 12 Met

Staff # 13 Met

Date of Hire: 08/26/2020

Staff # 14 Met

Date of Hire: 07/31/2019

Staff # 15 Met

Date of Hire: 09/24/2020

Staff # 16 Met

Date of Hire: 10/03/2019

Staff # 17 Met

Date of Hire: 09/28/2006

Staff # 18 Met

Date of Hire: 08/03/2020

Staff # 19 Met

Date of Hire: 07/25/2018

Staff # 20 Met

Staff # 21 Met

Date of Hire: 08/21/2020

Staff # 22 Met

Staff # 23 Met

Staff # 24 Met

Staff # 25 Met

Date of Hire: 08/02/2011

Staff # 26	Met
Date of Hire: 07/30/2013	
Staff # 27	Met
Date of Hire: 02/07/2020	
Staff # 28	Met
Date of Hire: 10/20/2014	
Staff # 29	Met
Date of Hire: 05/23/2006	
Staff # 30	Met
Date of Hire: 07/17/2019	
Staff # 31	Met
Staff # 32	Met
Date of Hire: 06/13/2019	
Staff # 33	Met
Staff # 34	Met
Date of Hire: 08/13/2015	
Staff # 35	Met
Date of Hire: 07/02/2007	
Staff # 36	Met
Date of Hire: 06/18/2019	
Staff # 37	Met
Date of Hire: 08/12/2020	
Staff # 38	Met
Date of Hire: 08/12/2013	

Staff Credentials Reviewed: 9

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

Criminal record checks were observed to be complete.

Comment

Director provided 11 file(s) for employees hired since last visit.

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

591-1-1-.31(13) - Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order.

Correction Deadline: 12/10/2020

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.