



**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: 4/15/2019 **VisitType:** Complaint Investigation Follow Up **Arrival:** 12:00 PM **Departure:** 3:30 PM

CCLC-35301

Excellent Montessori

1828 Stephenson Road Lithonia, GA 30058 DeKalb County
(678) 526-0160 excellentmontessori@hotmail.com

Regional Consultant

Roslyn Williams

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roslyn.williams@decal.ga.gov

Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
04/15/2019	Complaint Investigation Follow Up	Deficient
03/18/2019	Monitoring Visit	Good Standing
09/26/2018	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-Infants	Infants	1	4	C	6	C	NA	NA	Free Play, Floor Play	
Main	B- Toddler C		0	0	C	15	C	NA	NA	Not In Use	
Main	C-Elem. A/AS		0	0	C	22	C	NA	NA	Not In Use	
Main	D-Elem. D/AS		0	0	C	22	C	NA	NA	Not In Use	
Main	F- Primary A	Three Year Olds and Four Year Olds and Five Year Olds	1	20	C	21	C	NA	NA	Transitioning	
Main	G-Primary A		0	0	C	21	C	NA	NA	Not In Use	
Main	H-Toddler B	Two Year Olds	1	18	NC	23	C	NA	NA	Nap	
Main	I-Toddler A		0	0	C	15	C	NA	NA	Not In Use	
Main	J-Crawlers		0	0	C	16	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			138			Total Capacity @25 sq. ft.:		0			Building @35 capacity limited by Centers Request
Total # Children this Date: 42			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

Plan of Improvement: To Be Submitted 04/29/2019

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.dec.state.ga.us/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.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.dec.state.ga.us/>
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.state.ga.us

Joy Sanders, Program Official

Date

Roslyn Williams, Consultant

Date



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Findings Report

Date: 4/15/2019 VisitType: Complaint Investigation Follow Up Arrival: 12:00 PM Departure: 3:30 PM

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

Facility

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

Met

Correction Deadline: 3/18/2019

Corrected on 4/15/2019

.19(1) - Previous citation corrected. The Consultant observed that all rooms in use were within the required capacity limits.

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

Met

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

Correction Deadline: 3/18/2019

Corrected on 4/15/2019

.25(13) - Previous citation corrected. The Consultant observed that that there were no potentially hazardous materials accessible to children.

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

Technical Assistance

Technical Assistance

591-1-1-.26(9) - Routine playground maintenance discussed with staff.

Correction Deadline: 4/15/2019

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 10/05/2018

Staff # 2

Not Met

Records Reviewed: 14**Records with Missing/Incomplete Components: 1**

Date of Hire: 04/15/2019

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3 Met

Date of Hire: 10/02/2017

Staff # 4 Met

Date of Hire: 08/23/2005

Staff # 5 Met

Date of Hire: 06/01/2014

Staff # 6 Met

Date of Hire: 10/25/2018

Staff # 7 Met

Staff # 8 Met

Date of Hire: 11/02/2012

Staff # 9 Met

Date of Hire: 09/08/2016

Staff # 10 Met

Date of Hire: 04/18/2016

Staff # 11 Met

Staff # 12 Met

Date of Hire: 04/22/2013

Staff # 13 Met

Date of Hire: 08/29/2017

Staff # 14 Met

Date of Hire: 04/24/2014

Staff Credentials Reviewed: 14**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met**

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 review of records that the Center had not submitted a records check application to the Department and staff #2 did not complete fingerprinting. A one day letter was left.

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Correction Deadline: 4/15/2019

Recited on 4/15/2019

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Correction Deadline: 3/18/2019

Corrected on 4/15/2019

.09(1)(c) -Previous citation corrected. The Director informed the consultant that staff person #6 was no longer employed at the center.

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 review of records that the Center did not have evidence of a valid and current satisfactory Comprehensive Records Check Determination on file for staff person #2 who was hired on April 15, 2019. A one day letter was left.

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Correction Deadline: 4/15/2019

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 records that health and safety orientation training was not documented for one staff person.

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Correction Deadline: 4/19/2019

Recited on 4/15/2019

Staffing and Supervision

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20;and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that the Staff/Child ratio for two-year-old children was 1:18 in the Toddler B room. A Staff:Child ratio of 2:18 was required.

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Correction Deadline: 4/15/2019

Recited on 4/15/2019