



**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: 7/27/2021 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 10:30 AM

CCLC-35493

Montessori Academy at Sharon Springs

2830 Old Atlanta Road Cumming, GA 30041 Forsyth County
(770) 205-6277 abailey@montessoriacademygeorgia.com

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

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.
07/27/2021	Licensing Study	Good Standing	
02/01/2021	Monitoring Visit	Good Standing	
12/10/2020	Incident Investigation Closure	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 1st Left Blue	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	3	27	C	30	C	NA	NA	Centers
Main	B 2nd Left Green	Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	30	C	NA	NA	Centers
Main	C 3rd Left Mint	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	28	C	30	C	NA	NA	Centers
Main	D 1st right Daisy	One Year Olds	1	3	C	31	C	NA	NA	Nap
Main	E 2nd Right Tulip	One Year Olds and Two Year Olds	2	8	C	30	C	NA	NA	Nap
Main	F 3rd Rt Yellow	Three Year Olds and Four Year Olds and Five Year Olds	2	22	C	30	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 181

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 103

Total Capacity @35 sq. ft.: 181

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	PG Front Rt Elementary	13	C
Main	PG Rear	165	C

Comments

Administrative Review was conducted on July 27, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on August 9, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.

Plan of Improvement: Developed This Date 07/27/2021

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/Regulations.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

Ashleigh Bailey, 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

Discussed rotating toys to support the procedures of daily disinfecting.

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**

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.

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

Hand washing requirements 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

Staff were observed to maintain a positive learning environment 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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 62

Records with Missing/Incomplete Components: 6

Staff # 1	Met
Date of Hire: 11/04/2013	
Staff # 2	Not Met
Date of Hire: 07/06/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing	
Staff # 3	Not Met
Date of Hire: 08/10/2015	

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Date of Hire: 02/01/2021	
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Not Met
Date of Hire: 06/03/2019	

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 13	Met
Staff # 14	Met
Date of Hire: 03/29/2021	
Staff # 15	Met
Staff # 16	Met
Date of Hire: 08/23/2016	
Staff # 17	Met
Staff # 18	Not Met
Date of Hire: 07/06/2021	

Reminder - Health & Safety training is required within 90 calendar days of hired

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 19	Met
Staff # 20	Met
Staff # 21	Met

Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Date of Hire: 08/05/2019	
Staff # 25	Met
Date of Hire: 07/19/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 26	Met
Staff # 27	Met
Date of Hire: 01/06/2018	
Staff # 28	Met
Staff # 29	Met
Date of Hire: 04/26/2021	
Staff # 30	Met
Staff # 31	Met
Staff # 32	Met
Staff # 33	Met
Staff # 34	Met
Staff # 35	Met
Staff # 36	Met
Staff # 37	Met
Date of Hire: 01/06/2019	
Staff # 38	Met
Staff # 39	Met
Staff # 40	Met
Staff # 41	Met
Staff # 42	Met
Staff # 43	Met

Staff # 44	Met
Staff # 45	Met
Staff # 46	Met
Staff # 47	Met
Staff # 48	Met
Staff # 49	Met
Date of Hire: 08/10/2009	
Staff # 50	Met
Date of Hire: 04/16/2021	
Staff # 51	Not Met
Date of Hire: 03/01/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 52	Met
Date of Hire: 02/10/2016	
Staff # 53	Met
Staff # 54	Met
Staff # 55	Not Met
Date of Hire: 05/01/2020	
<u>"Missing/Incomplete Components"</u>	
.14(2)-CPR missing,.14(2)-First Aid Missing	
Staff # 56	Met
Date of Hire: 07/20/2019	
Staff # 57	Met
Staff # 58	Met
Staff # 59	Met
Staff # 60	Met
Staff # 61	Met
Staff # 62	Met

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

Not Met

Finding

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on a review of records that staff person #18, with a documented date of hire of July 6, 2021 was observed to not be electronically ported in DECAL KOALA. The consultant assisted the program in porting this individual. A one-day letter was left on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

Correction Deadline: 7/27/2021

591-1-1-.14 First Aid & CPR

Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on a review of records that staff person's 2, 3, 12, 51 and 55 had not satisfactorily obtained certification in first aid and CPR.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 8/26/2021

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)

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.