



**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: 10/22/2018 **VisitType:** Licensing Study

Arrival: 10:50 AM

Departure: 2:15 PM

CCLC-35493

Montessori Academy at Sharon Springs

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

Regional Consultant

Lisa Johnson

Phone: (770) 357-7058

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lisa.johnson@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
10/22/2018	Licensing Study	Good Standing
03/06/2018	Monitoring Visit	Good Standing
08/03/2017	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 1st Left Blue	Three Year Olds and Four Year Olds and Five Year Olds	2	25	C	30	C	NA	NA	Centers,Outside
Main	B 2nd Left Green	Three Year Olds and Four Year Olds and Five Year Olds	2	23	C	30	C	NA	NA	Centers,Outside
Main	C 3rd Left Mint	Three Year Olds and Four Year Olds and Five Year Olds	2	23	C	30	C	NA	NA	Centers,Outside
Main	D 1st right Daisy	Infants and One Year Olds	3	9	C	31	C	NA	NA	Feeding,Centers
Main	E 2nd Right Tulip	One Year Olds and Two Year Olds	4	25	C	30	C	NA	NA	Outside
Main	F 3rd Rt Yellow	Two Year Olds and Three Year Olds	2	24	C	30	C	NA	NA	Centers,Outside

Total Capacity @35 sq. ft.: 181

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 129

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

The purpose of the visit was to conduct a LS and follow up from the previous visit conducted on 3/6/18.

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.

- 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.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

Pamela Thomas, Program Official

Date

Lisa Johnson, 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.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

Met

Child # 4

Met

591-1-1-.08 Children's Records

Met

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms **Met**

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

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

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

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.15 Food Service & Nutrition **Met**

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decals.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

All children bring in their lunch. The consultant discussed providing missing food group components for the children that bring in their own lunch.

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

Proper hand washing observed throughout the center. The consultant discussed hand washing options for the staff and children while outside. Ex: wipes or hand sanitizer.

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

Comment

The Provider currently has not dispensed/administered medication at this time.

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)**Not Met****Finding**

591-1-1-.30(2) requires the Center to provide a safe sleep environment in accordance with American Academy of Pediatrics (AAP), Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials (ASTM) recommendations as listed in these rules for all infants. Center Staff shall place an infant to sleep on the infant's back in a crib unless the Center has been provided a physician's written statement authorizing another sleep position for that particular infant that includes how the infant shall be placed to sleep and a time frame that the instructions are to be followed. When an infant can easily turn over from back to front and back again, Staff shall continue to put the infant to sleep initially on the infant's back but allow the infant to roll over into his or her preferred position and not re-position the infant. Sleepers, sleep sacks and wearable blankets that fit according to the commercial manufacturer's guidelines and will not slide up around the infant's face may be used when necessary for the comfort of the sleeping infant. Swaddling shall not be used unless the Center has been provided a physician's written statement authorizing its use for a particular infant that includes instructions and a time frame for swaddling the infant. Center Staff shall not place objects or allow objects to be placed in or on the crib with an infant such as but not limited to toys, pillows, quilts, comforters, bumper pads, sheepskins, stuffed toys, or other soft items and shall not attach objects or allow objects to be attached to a crib with a sleeping infant, such as, but not limited to, crib gyms, toys, mirrors and mobiles. It was determined that based on the consultant's observation that one infant was swaddled while asleep inside of the crib without a physician's written notice.

POI (Plan of Improvement)

The Center will take all steps necessary to provide a safe sleep environment for infants as listed in these rules; will train Staff to follow these rules; and will monitor for compliance. The provider will obtain a physician's note for the infant that is being swaddled, or use a sleep sack that fits the age and weight requirements.

Correction Deadline: 10/22/2018

Staff Records

Records Reviewed: 24**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 01/19/2018

Staff # 2

Met

Date of Hire: 01/09/2018

Staff # 3 Date of Hire: 02/15/2016	Met
Staff # 4 Date of Hire: 09/17/2018	Met
Staff # 5 Date of Hire: 08/12/2014	Met
Staff # 6 Date of Hire: 01/01/2008	Met
Staff # 7 Date of Hire: 02/12/2018	Met
Staff # 8	Met
Staff # 9 Date of Hire: 02/09/2016	Met
Staff # 10 Date of Hire: 08/26/2017	Met
Staff # 11 Date of Hire: 09/07/2018	Met
Staff # 12 Date of Hire: 08/07/2017	Met
Staff # 13 Date of Hire: 07/27/2023	Met <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14 Date of Hire: 01/08/2018	Met
Staff # 15 Date of Hire: 06/22/2018	Met
Staff # 16	Met
Staff # 17 Date of Hire: 06/14/2018	Met
Staff # 18 Date of Hire: 08/24/2017	Met

Records Reviewed: 24

Records with Missing/Incomplete Components: 0

Staff # 19 Date of Hire: 09/05/2017	Met
Staff # 20 Date of Hire: 09/01/2012	Met
Staff # 21	Met
Staff # 22 Date of Hire: 11/04/2013	Met
Staff # 23 Date of Hire: 08/29/2016	Met
Staff # 24 Date of Hire: 08/28/2016	Met

Staff Credentials Reviewed: 24

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

Technical Assistance

591-1-1-.09(1) - Director provided eight new files for employees hired since last visit. One employee was observed to have national check completed and waiting for the out of state results.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Technical Assistance

591-1-1-.33(1) - requires all Employees and Provisional Employees to receive Initial Center orientation prior to assignment to children or task. It was determined based on the consultants review of staff files that initial orientation form was missing for all employed staff. The center will have all staff complete the form by the end of the week.

Correction Deadline: 10/22/2018

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

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.