



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: 10/1/2018 **VisitType:** Licensing Study **Arrival:** 9:25 AM **Departure:** 1:15 PM

CCLC-36660

Stepping Stone Montessori

820 Sanders Road Cumming, GA 30041 Forsyth County
 (770) 205-0317 info@steppingstonemontessori.com

Regional Consultant

Lisa Johnson

Phone: (770) 357-7058

Fax: (770) 357-7057

lisa.johnson@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

| 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. |
|------------------------------------|-----------------------------------|---------------|--|
| 10/01/2018 | Licensing Study | Good Standing | |
| 09/14/2018 | Complaint Closure | Good Standing | |
| 08/07/2018 | Complaint Investigation Follow Up | 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 | Infants | 2 | 5 | C | 12 | C | NA | NA | Transitioning, Outside |
| Main | B 2nd left | One Year Olds | 2 | 9 | C | 12 | C | NA | NA | |
| Main | C 3rd left | Two Year Olds | 2 | 13 | C | 19 | C | NA | NA | Centers |
| Main | D 1st Right | One Year Olds and Two Year Olds | 2 | 13 | C | 21 | C | NA | NA | Outside |
| Main | E 2nd Right | | 0 | 0 | C | 24 | C | NA | NA | |
| Main | F 3rd Right | Three Year Olds and Four Year Olds and Five Year Olds | 2 | 18 | C | 26 | C | NA | NA | Centers |
| Main | G 4th Right | Three Year Olds and Four Year Olds and Five Year Olds | 2 | 21 | C | 29 | C | NA | NA | Centers |
| Main | H 5th right | | 0 | 0 | C | 36 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 179 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 79 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|-----------------|----------------------|-----------------------|
| Main | A PG Front Left | 17 | C |
| Main | B PG Rear | 114 | C |
| Main | C PG Right | 76 | C |

Comments

The consultant discussed the comprehensive criminal records check rule with the director on this day.

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/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

Catherine Mauragas, 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-.03 Activities

Met

Comment

Discussed individualized plans with the staff

Correction Deadline: 10/1/2018

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: 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**

Parent authorizations obtained/completed.

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**

Center appears clean and well maintained.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 9/14/2018**Corrected on 10/1/2018****.26(4) - All gates were observed to be locked on this day.****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.

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

Documentation for medication dispensing observed complete.

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

Comment

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 31****Records with Missing/Incomplete Components: 0**

| | |
|--|-----|
| Staff # 1 Date of Hire: 08/03/2018 | Met |
| Staff # 2 Date of Hire: 01/08/2018 | Met |
| Staff # 3 Date of Hire: 07/17/2018 | Met |
| Staff # 4 Date of Hire: 08/31/2017 | Met |
| Staff # 5 Date of Hire: 11/04/2016 | Met |
| Staff # 6 Date of Hire: 08/23/2017 | Met |
| Staff # 7 Date of Hire: 12/12/2013 | Met |
| Staff # 8 Date of Hire: 07/31/2017 | Met |
| Staff # 9 Date of Hire: 09/24/2016 | Met |
| Staff # 10 Date of Hire: 01/16/2017 | Met |
| Staff # 11 Date of Hire: 12/15/2014 | Met |
| Staff # 12 Date of Hire: 09/25/2017 | Met |
| Staff # 13 Date of Hire: 09/15/2014 | Met |
| Staff # 14 | Met |

Date of Hire: 03/15/2017

Staff # 15 Met

Staff # 16 Met

Date of Hire: 08/21/2017

Staff # 17 Met

Date of Hire: 09/17/2018

Staff # 18 Met

Staff # 19 Met

Date of Hire: 02/05/2018

Staff # 20 Met

Date of Hire: 08/13/2018

Staff # 21 Met

Date of Hire: 08/25/2017

Staff # 22 Met

Date of Hire: 08/03/2016

Staff # 23 Met

Date of Hire: 09/04/2018

Staff # 24 Met

Date of Hire: 08/01/2016

Staff # 25 Met

Date of Hire: 08/14/2017

Staff # 26 Met

Date of Hire: 09/16/2016

Staff # 27 Met

Date of Hire: 07/16/2018

Staff # 28 Met

Date of Hire: 03/03/2014

Staff # 29 Met

Date of Hire: 04/08/2018

Staff # 30 Met

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

Date of Hire: 01/16/2018

Staff # 31

Met

Date of Hire: 04/14/2014

Staff Credentials Reviewed: 31

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

Met

Comment

Director provided eight files for employees hired since last visit. The consultant discussed the comprehensive checks on this day.

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

Center observed to maintain appropriate staff:child ratios.

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

Met

Correction Deadline: 9/14/2018

Corrected on 10/1/2018

.32(7) - Observed appropriate supervision on this day.