



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: 9/30/2019 **VisitType:** Licensing Study **Arrival:** 10:15 AM **Departure:** 12:45 PM

CCLC-36969

Johns Creek Montessori School of Georgia

6450 East Johns Crossing Johns Creek, GA 30097 Fulton County
 (770) 814-8001 Ash.punjani@jcmsg.org

Regional Consultant

Emma Smith

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emma.smith@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.
09/30/2019	Licensing Study	Good Standing	
04/10/2019	Monitoring Visit	Good Standing	
12/17/2018	Licensing Study	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	Classroom 1-1R-Right Hallway	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	20	C	30	C	NA	NA	Clean Up, Free Play
Main	Classroom 3-Back Left Hallway	Infants	1	3	C	8	C	NA	NA	Nap
Main	Classroom 4- 3Left Hallway	Three Year Olds	2	5	C	12	C	NA	NA	Free Play
Main	Classroom 5-2Left Hallway	Two Year Olds and Three Year Olds	2	7	C	13	C	NA	NA	Circle Time
Main	Classroom 6 1Left Hallway	One Year Olds and Two Year Olds and Three Year Olds	1	10	C	13	C	NA	NA	Outside
Main	Classroom7 1R-Left Hallway	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	14	C	27	C	NA	NA	Snack, Free Play, Clean Up
Total Capacity @35 sq. ft.: 103			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 59			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	45	C

Comments

The purpose of this visit was to conduct a licensing study and follow up to the previous visit on April 10, 2019.

The consultant left a one-day letter, read the consultant script, and left the A to Z video unit affidavit with director on this date for one staff member whose letter was not ported under the facility within the 12 months from the issue date.

Plan of Improvement: Developed This Date 09/30/2019

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/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

Debra Markham, Program Official

Date

Emma Smith, Consultant

Date



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Findings Report

Date: 9/30/2019 **VisitType:** Licensing Study

Arrival: 10:15 AM

Departure: 12:45 PM

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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: 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
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Comment

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

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

Discussed maintenance of resilient surface. Please fluff and redistribute.

Comment

Playground observed to be clean and in good repair.

Food Service

591-1-1-.18 Kitchen Operations	Met
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Comment

Kitchen appears clean and well organized.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)	Met
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Comment

Staff state proper knowledge of diapering procedures.

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

Proper hand washing observed throughout the center.

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

Documentation for medication dispensing observed complete for ten medications dispensed since the previous visit on this date.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures	Not Met
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Finding

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined based on review of records that the last tornado drill was conducted March 14, 2019 and the last lock down drill was conducted January 29, 2019.

POI (Plan of Improvement)

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

Correction Deadline: 10/5/2019

Comment

The consultant observed complete monthly fire drills for the center on this date with the last fire drill on September 1, 2019.

Safety

591-1-1-.05 Animals	Met
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Comment

Animals maintained clean and appropriately caged.

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

Age-appropriate discussion and/or redirection observed.

Comment

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

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 12

Records with Missing/Incomplete Components: 2
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Staff # 1	Not Met
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"Missing/Incomplete Components"

.09-Criminal Records Check Dissatisfied,.24(1)-Evidence of Orientation Missing

Staff # 2	Met
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Date of Hire: 01/21/2019

Staff # 3	Met
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Date of Hire: 06/25/2018

Staff # 4	Met
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Date of Hire: 12/12/2012

Staff # 5	Met
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Date of Hire: 01/08/2018

Staff # 6	Not Met
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"Missing/Incomplete Components"

.24(1)-Evidence of Orientation Missing

Staff # 7	Met
Staff # 8	Met
Date of Hire: 12/12/2017	
Staff # 9	Met
Date of Hire: 07/27/2016	
Staff # 10	Met
Date of Hire: 01/21/2019	
Staff # 11	Met
Date of Hire: 11/13/2017	
Staff # 12	Met
Date of Hire: 01/16/2017	

Staff Credentials Reviewed: 2**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 one staff member's criminal record check letter was not ported under the facility on this date. The staff member was supervised. The consultant left a one-day letter, consultant script, and the A to Z video affidavit with the director on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will follow up with all staff letters in Koala to 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 as required. 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 watch the video units to ensure the CRC rules are maintained.

Correction Deadline: 9/30/2019**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 one staff member's criminal record check letter was not ported under the facility on this date. The staff member was supervised. The consultant left a one-day letter, consultant script, and the A to Z video affidavit with the director on this date.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will follow up with all staff criminal record check letters in Koala 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. 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 watch the A to Z video units to ensure the CRC rules are maintained.

Correction Deadline: 9/30/2019

591-1-1-.33 Staff Training**Met****Comment**

Documentation observed of required staff training.

Comment

Please ensure completed orientation checklists are documented and signed for all staff members.

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**

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