



**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:** 8/24/2017    **VisitType:** Licensing Study    **Arrival:** 2:10 PM    **Departure:** 3:50 PM

**CCLC-37734**

**Discovery Montessori School**

711 Satilla Blvd. Waycross, GA 31501 Ware County  
 (904) 556-2028 dmsowayx@gmail.com

**Mailing Address**

711 Satilla Blvd  
 Waycross, GA 31501

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

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connie.boatright@dec.al.ga.gov

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
08/24/2017	Licensing Study	Good Standing	
01/17/2017	Monitoring Visit	Good Standing	
08/17/2016	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	A (Right)		0	0	C	25	C	NA	NA	Not In Use
Main	B (Middle)	Five Year Olds and Six Year Olds and Over	1	4	C	17	C	NA	NA	Centers
Main	C (Left)	Two Year Olds and Three Year Olds and Four Year Olds	2	10	C	25	C	NA	NA	Nap,Centers
Total Capacity @35 sq. ft.: 67			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 14			Total Capacity @35 sq. ft.: 67							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	57	C
Main	Playground B	27	C

### Comments

This Licensing Study is the first regulatory visit for Discovery Montessori School this 2017 - 2018 fiscal year.

The center director stated no transportation or field trips are provided and no medication is administered. The center doesn't provide liability insurance. The consultant observed a notice posted on the parent bulletin board to this effect and observed signed parental acknowledgements in child files reviewed during this visit.

No infants are enrolled.

The center has a one star Quality Rating.

The consultant reviewed all staff files and finds all staff have a satisfactory fingerprint criminal records check clearance determination letter on file.

Plan of Improvement: Developed This Date 08/24/2017

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).



**Reminder:** All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit [www.decalkoala.com](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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@decga.gov](mailto:CCSRefutations@decga.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://decga.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)

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Christina Germano, Program Official

Date

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Connie Boatright, 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**

The consultant observed a variety of age appropriate activities through out the center.

**Correction Deadline: 8/24/2017**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

Observed-Variety Throughout Center

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

No Swimming Activities Provided

### Children's Records

**Records Reviewed: 4**

**Records with Missing/Incomplete Components: 2**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 3

Not Met

"Missing/Incomplete Components"

.08(a)-(f)-Allergies and Disabilities

Child # 4

Met

**591-1-1-.08 Children's Records****Not Met****Finding**

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on the consultant's observation that two of four child records reviewed are missing documentation for allergies.

**POI (Plan of Improvement)**

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

**Correction Deadline: 8/24/2017****Facility****591-1-1-.06 Bathrooms****Met****Comment**

Observation-Clean and Well Maintained

**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed Capacity Routinely Met

**591-1-1-.25 Physical Plant - Safe Environment(CR)****Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on the consultant's observation that a tube of sunscreen labeled Keep Out of Reach of Children and a spray bottle of bug spray labeled Keep Out of Reach of Children was located in a child's book bag in classroom B and within reach of the children.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

**Correction Deadline: 8/24/2017****591-1-1-.26 Playgrounds(CR)****Met****Comment**

Observation-Clean/Good Repair

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

**Comment**

Menu Meets USDA Guidelines

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

Kitchen Appears Clean/Well Organized

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

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

No medications are administered.

**Policies and Procedures****591-1-1-.21 Operational Policies & Procedures****Met****Comment**

The consultant observed fire drills to be documented as required.

**Correction Deadline: 8/29/2017**

**591-1-1-.22 Parental Access****Met****Comment**

The consultant observed the parental access notice to be posted on the parent bulletin board.

**Correction Deadline: 8/24/2017**

**591-1-1-.27 Posted Notices****Met****Comment**

Observed-All Notices Posted

**Safety****591-1-1-.05 Animals****Met****Comment**

No Animals Kept

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

Observed-Discussion/Redirection

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

No Field Trips at This Time

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

No Routine Transportation Provided

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**Sleeping & Resting Equipment**

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

Correct number of mats; disinfecting discussed

**Comment**

No infants enrolled.

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**Staff Records**

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**Records Reviewed: 4****Records with Missing/Incomplete Components: 3**

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Staff # 1

Not Met

Date of Hire: 07/30/2018

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 2

Not Met

Date of Hire: 01/01/2014

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

Staff # 3

Met

Date of Hire: 02/07/2017

Staff # 4

Not Met

Date of Hire: 06/16/1999

"Missing/Incomplete Components"

.33(5)-10 Hrs. Annual Training

**Staff Credentials Reviewed: 4**

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**591-1-1-.09 Criminal Records Check(CR)****Met****Comment**

Criminal Records Check complete

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

Observed-50% Certified First Aid &amp; CPR

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**591-1-1-.33 Staff Training****Not Met****Finding**

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on the consultant's review of staff files that three staff members completed eight hours of annual training where ten hours are required.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 9/23/2017**

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

Lead staff education requirements

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Observed-Appropriate Staff:Child Ratios

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

Observed-Appropriate Staff:Child Ratios