



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: 6/17/2021 **VisitType:** Licensing Study **Arrival:** 1:00 PM **Departure:** 2:00 PM

CCLC-38157

Primrose School of Duluth West

3525 Duluth Park Ln. Duluth, GA 30096 Gwinnett County
 (770) 623-0085 director@primroseduluthwest.com

Regional Consultant

Beth Holland

Phone: (404) 478-8075

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beth.holland@decal.ga.gov

Mailing Address

1063 Hopedale Lane
 Lawrenceville, GA 30043

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.
06/17/2021	Licensing Study	Good Standing	
12/15/2020	Complaint Investigation & Monitoring Visit	Good Standing	
12/15/2020	Complaint 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 R	Infants	2	6	C	21	C	NA	NA	Floor Play
Main	B-1st Left	One Year Olds	2	11	C	10	NC	NA	NA	Outside,Nap
Main	C-2nd Left	Two Year Olds	2	12	C	20	C	NA	NA	Nap,Outside
Main	D-3rd L Back	Three Year Olds and Four Year Olds	2	14	C	20	C	NA	NA	Nap,Snack
Main	D-3rd Left Front		0	0	C	19	C	NA	NA	Snack
Main	E - 2nd R Back		0	0	C	18	C	NA	NA	Circle Time
Main	E-2nd R - Front		0	0	C	22	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 130			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 130							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Front Right	26	C
Main	B - Back Right	47	C
Main	C - Front Left	33	C
Main	D - Back Left	38	C

Comments

An Administrative Review was conducted on June 14, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on June 14, with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 28, 2021, was reviewed during the virtual inspection.

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.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.decal.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@decal.ga.gov

Morgan Prime, Program Official

Date

Beth Holland, 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.

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 Center will identify all hazardous items and keep them in a locked area inaccessible to children.

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

Met

Comment

Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys.
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.).
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.

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.

Policies and Procedures

591-1-1-.29 Required Reporting	Met
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Comment

Thank you for reporting as required.

Safety

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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.

Staff Records

Records Reviewed: 11

Records with Missing/Incomplete Components: 0
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Staff # 1	Met
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Date of Hire: 09/01/2020

Staff # 2	Met
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Staff # 3	Met
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Staff # 4	Met
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Staff # 5	Met
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Date of Hire: 10/01/2020

Records Reviewed: 11**Records with Missing/Incomplete Components: 0**

Staff # 6	Met
Staff # 7	Met
Date of Hire: 10/19/2020	
Staff # 8	Met
Staff # 9	Met
Date of Hire: 08/24/2020	
Staff # 10	Met
Staff # 11	Met

Staff Credentials Reviewed: 3**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)** **Met****Comment**

Director provided nine files for employees hired since last visit December 15, 2021. All new hires had evidence of satisfactory comprehensive criminal records checks on file.

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

Documentation observed of required staff training.

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

Staff observed to be compliant with applicable laws and regulations. The program was in compliance with the Executive Order issued on June 16, 2021.

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.