



**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: 12/13/2018 **VisitType:** Licensing Study

Arrival: 12:25 PM

Departure: 2:30 PM

CCLC-39489

Arbor Montessori School-Scott Campus

1434 Scott Boulevard Decatur, GA 30030 DeKalb County
(404) 321-9304 myeshag@arbormontessori.org

Regional Consultant

Valarie Musselwhite

Phone: (770) 357-9988

Fax: (678) 302-2440

valarie.musselwhite@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. |
|------------------------------------|------------------|---------------|--|
| 12/13/2018 | Licensing Study | Good Standing | |
| 04/17/2018 | Monitoring Visit | Good Standing | |
| 12/13/2017 | 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 | Primary 1 (upstairs) | Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over | 2 | 25 | C | 33 | C | NA | NA | Outside,Clean Up |
| Main | Primary 2 (upstairs) | Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over | 4 | 20 | C | 33 | C | NA | NA | Story |
| Main | Toddler 1 (downstairs) | One Year Olds and Two Year Olds | 2 | 11 | C | 18 | C | NA | NA | Nap |
| Main | Toddler 2 (downstairs) | Infants and One Year Olds | 2 | 8 | C | 19 | C | NA | NA | Nap,Story |
| Total Capacity @35 sq. ft.: | | | 103 | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: | | | 64 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | A | 15 | C |
| Main | B | 106 | C |

Comments

The consultant and director discussed first year training and annual training requirements.

Plan of Improvement: Developed This Date 12/13/2018

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/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.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

Violet Mohabir, Program Official

Date

Valarie Musselwhite, 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)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 3

Records with Missing/Incomplete Components: 0

Child # 1

Met

Child # 2

Met

Child # 3

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

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Technical Assistance****Technical Assistance**

591-1-1-.25(13) - The consultant and director discussed removing or repositioning the toaster oven in the classrooms to prevent any future incidents.

Correction Deadline: 12/13/2018**Technical Assistance**

591-1-1-.25(7) - Please ensure hall storage closet remains locked at all times.

Correction Deadline: 12/13/2018

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

Playground observed to be clean and in good repair.

| |
|---------------------------|
| Health and Hygiene |
|---------------------------|

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

Staff stated 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**

The center currently does not dispense or administer medication.

| |
|---------------|
| Safety |
|---------------|

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

Consultant observed fish tanks maintained clean.

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)**N/A****Comment**

Center does not participate in field trips at this time.

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

Complete documentation of transportation observed.

| |
|---|
| Sleeping & Resting Equipment |
|---|

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

Pleasant naptime environment observed.

| |
|----------------------|
| Staff Records |
|----------------------|

Records Reviewed: 12

Records with Missing/Incomplete Components: 0

| | |
|--|-----|
| Staff # 1 Date of Hire: 08/01/2017 | Met |
| Staff # 2 Date of Hire: 08/01/2017 | Met |
| Staff # 3 Date of Hire: 08/01/2017 | Met |
| Staff # 4 Date of Hire: 08/01/2016 | Met |
| Staff # 5 Date of Hire: 08/09/2018 | Met |
| Staff # 6 Date of Hire: 08/09/2018 | Met |
| Staff # 7 Date of Hire: 08/01/2016 | Met |
| Staff # 8 Date of Hire: 08/01/2017 | Met |
| Staff # 9 Date of Hire: 08/01/2017 | Met |
| Staff # 10 Date of Hire: 08/05/2015 | Met |
| Staff # 11 Date of Hire: 08/01/2018 | Met |
| Staff # 12 Date of Hire: 12/01/2017 | Met |

Staff Credentials Reviewed: 12

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

Comment

Criminal record checks were observed to be complete.

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-.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)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined based on an observation that staff did not provide watchful oversight when one child came into contact with a hot plate from a toaster oven causing a small burn on the child's finger.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 12/13/2018