



**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:** 4/17/2018    **VisitType:** Monitoring Visit    **Arrival:** 11:05 AM    **Departure:** 1:30 PM

**CCLC-39489**

**Arbor Montessori School-Scott Campus**

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

**Regional Consultant**

Chrische Walker

Phone: (770) 359-5166  
Fax: (678) 891-5618  
chrische.walker@decal.ga.gov

**Mailing Address**  
Same

**Quality Rated:** No

| <b>Compliance Zone Designation</b> |                  |               |
|------------------------------------|------------------|---------------|
| 04/17/2018                         | Monitoring Visit | Good Standing |
| 12/13/2017                         | Licensing Study  | Good Standing |
| 02/14/2017                         | Monitoring Visit | Good Standing |

**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.

**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)   | Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over | 2                               | 21       | C    | 33                          | C            | NA         | NA           | Transitioning, Lunch          |  |
| Main                           | Primary 2 (upstairs)   | Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over                   | 3                               | 21       | C    | 33                          | C            | NA         | NA           | Circle Time                   |  |
| Main                           | Toddler 1 (downstairs) | One Year Olds and Two Year Olds  | 2                               | 7        | C    | 18                          | C            | NA         | NA           | Lunch                         |  |
| Main                           | Toddler 2 (downstairs) | One Year Olds and Two Year Olds  | 4                               | 12       | C    | 19                          | C            | NA         | NA           | Outside, Transitioning, Lunch |  |
| Total Capacity @35 sq. ft.:    |                        |  | 103                             |          |      | Total Capacity @25 sq. ft.: |              |            | 0            |                               |  |
| Total # Children this Date: 61 |                        |  | Total Capacity @35 sq. ft.: 103 |          |      | Total Capacity @25 sq. ft.: |              |            | 0            |                               |  |

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

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and to follow up from the previous visit on December 13, 2017. The facility does have a variance and waiver to have two-year-old children housed with children up to six years of age.

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).



**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.

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](mailto: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). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov)

Violet Mohabir, Program Official

Date

Chrische Walker, Consultant

Date



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### Findings Report

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The following information is associated with a Monitoring Visit:

#### 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.

#### 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(3) - Please ensure that the corner of the rug in the the children's circle time area is secured in the Toddler 2-downstairs room.

**Correction Deadline: 4/17/2018**

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

Met

**Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

#### Health and Hygiene

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

N/A

**Comment**

There were no diapered children enrolled.

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

Met

**Comment**

Staff were observed to remind children to wash their hands.

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

Met

**Comment**

Discussed proper medication documentation and procedures.

**Safety**

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

Met

**Comment**

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

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

Met

**Comment**

Paperwork and checklists were discussed with the assistant director. The consultant observed the annual vehicle Safety Inspection for vehicle with the tag number PNF8626. The shuttle/vehicle was not on site for the consultant to observe. The vehicle is kept at the Montessori School on Lavista Road.

**Sleeping & Resting Equipment**

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

Met

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

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

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|                          |     |
|--------------------------|-----|
| Staff # 1                | Met |
| Date of Hire: 08/01/2017 |     |
| Staff # 2                | Met |
| Date of Hire: 08/01/2017 |     |
| Staff # 3                | Met |
| Date of Hire: 08/01/2017 |     |
| Staff # 4                | Met |
| Date of Hire: 08/01/2017 |     |
| Staff # 5                | Met |
| Date of Hire: 08/01/2016 |     |

**Records Reviewed: 11**

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

|  |     |
|--|-----|
| Staff # 6<br>Date of Hire: 08/02/2015  | Met |
| Staff # 7<br>Date of Hire: 08/01/2016  | Met |
| Staff # 8<br>Date of Hire: 08/01/2017  | Met |
| Staff # 9<br>Date of Hire: 08/01/2017  | Met |
| Staff # 10<br>Date of Hire: 08/05/2015 | Met |
| Staff # 11<br>Date of Hire: 12/01/2017 | Met |

**Staff Credentials Reviewed: 11**

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

**Comment**

Criminal records checks were observed to be complete. The consultant was provided with two new staff files.

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**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.

|                                 |
|---------------------------------|
| <b>Staffing and Supervision</b> |
|---------------------------------|

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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

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