



**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:** 9/28/2017    **VisitType:** Monitoring Visit    **Arrival:** 9:30 AM    **Departure:** 12:30 PM

**CCLC-3948**

**Crabapple Montessori School**

12387 Crabapple Road Alpharetta, GA 30004 Fulton County  
 (770) 569-5200 admin@crabapplemontessori.com

**Regional Consultant**

LaQuita Clark

Phone: (706) 497-1536  
 Fax: (706) 688-0418  
 jennifer.taylor@dec.al.ga.gov

**Mailing Address**

12387 Crabapple Rd.  
 Alpharetta, GA 30004

<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.
09/28/2017	Monitoring Visit	Good Standing	
04/18/2017	Licensing Study	Good Standing	
11/02/2016	Monitoring Visit	Good Standing	

**Ratios/License Capacity**

<u>Building</u>	<u>Room</u>	<u>Age Group</u>	<u>Staff</u>	<u>Children</u>	<u>NC/C</u>	<u>Max 35 SF.</u>	<u>35 SF. Comp.</u>	<u>Max 25 SF.</u>	<u>25 SF. Comp.</u>	<u>Notes</u>
Main	A 2L	One Year Olds and Two Year Olds	2	17	C	31	C	NA	NA	Circle Time
Main	B 3L	Three Year Olds and Four Year Olds and Five Year Olds	2	25	C	31	C	NA	NA	Centers
Main	C 4L	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	26	C	32	C	NA	NA	Centers
Main	D 1R	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	23	C	32	C	NA	NA	Centers
Main	E 2R	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	26	C	32	C	NA	NA	Centers
Main	F 3R	Five Year Olds and Six Year Olds and Over	3	20	C	31	C	NA	NA	Centers
Main	G 1L	One Year Olds and Two Year Olds	2	12	C	12	C	NA	NA	Centers, Transitioning
Total Capacity @35 sq. ft.: 201						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 149			Total Capacity @35 sq. ft.: 201			Total Capacity @25 sq. ft.: 0				

<u>Building</u>	<u>Playground</u>	<u>Playground Occupancy</u>	<u>Playground Compliance</u>
Main	All	87	C


**Comments**

The purpose of this visit was to conduct a monitoring visit and to follow up on the previous visit from April 2017.

A one-day letter was left on this date.

Plan of Improvement: Developed This Date 09/28/2017

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.

  
**Sign up Today!**  
[www.qualityrated.dec.ga.gov](http://www.qualityrated.dec.ga.gov)  
Any Licensed Program Eligible to Participate  
**Free** Approved Training  
**Free** Technical Assistance  
Eligible for \$1,000 Materials Mini Grant  
1, 2, 3 Star Rated Programs Receive Bonus Packages  
Great Marketing Tool  
Raises the Bar in Child Care  
For More Information:  
Email: [QualityRated@dec.ga.gov](mailto:QualityRated@dec.ga.gov) or Call: 855-800-7747

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.ga.gov](mailto:CCSRefutations@dec.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.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)

---

Maria Haider, Program Official

Date

---

LaQuita Clark, Consultant

Date



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

### Findings Report

**Date:** 9/28/2017 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 12:30 PM

**CCLC-3948**

#### Crabapple Montessori School

12387 Crabapple Road Alpharetta, GA 30004 Fulton County  
(770) 569-5200 admin@crabapplemontessori.com

#### Mailing Address

12387 Crabapple Rd.  
Alpharetta, GA 30004

#### Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decal.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

**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

### Facility

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

**Met**

#### Comment

Licensed Capacity Routinely Met

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

**Met**

#### Comment

Observation-No Hazards Accessible

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

**Met**

#### Comment

Observation-Clean/Good Repair

### Health and Hygiene

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

**Met**

#### Comment

Observed-Proper Diapering

---

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

Observed-Staff Remind Children Wash Hand

---

**591-1-1-.20 Medications(CR)****Not Met****Technical Assistance**

Discussed with the director to ensure that all medication is accompanied by an authorization form and with a complete prescription label.

**Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined, based on observation of medication documentation, that one medication did not have the applicable prescription information. It was further determined, that two medications were not accompanied by written authorization from the children's physician or parent.

**POI (Plan of Improvement)**

The Center will train Staff to obtain and review parental authorizations to ensure the authorization contains complete information and the prescription label is provided.. The designated person(s) will monitor daily.

**Correction Deadline: 9/28/2017****Recited on 9/28/2017**

<b>Safety</b>
---------------

---

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

Observed-Discussion/Redirection

---

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

No Routine Transportation Provided. Complete documentation of field trip documentation observed on file.

<b>Sleeping &amp; Resting Equipment</b>
---

---

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

The center does not currently care for infants.

<b>Staff Records</b>
----------------------

---

**Records Reviewed: 25****Records with Missing/Incomplete Components: 3**

Staff # 1

Met

Date of Hire: 08/06/2007

Staff # 2

Met

Date of Hire: 08/01/2015

Staff # 3

Met

Date of Hire: 08/15/2005

Staff # 4 Date of Hire: 02/15/2017	Met
Staff # 5 Date of Hire: 09/01/2013	Met
Staff # 6 Date of Hire: 08/16/2014	Met
Staff # 7 Date of Hire: 06/13/2016 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 8 Date of Hire: 08/06/2007	Met
Staff # 9 Date of Hire: 07/01/2015	Met
Staff # 10 Date of Hire: 02/01/2017	Met
Staff # 11 Date of Hire: 10/20/2014	Met
Staff # 12 Date of Hire: 08/01/2015	Met
Staff # 13 Date of Hire: 08/05/2002	Met
Staff # 14 Date of Hire: 08/06/2007	Met
Staff # 15 Date of Hire: 11/02/2015	Met
Staff # 16 Date of Hire: 05/10/2015 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 17	Met

**Records Reviewed: 25****Records with Missing/Incomplete Components: 3**

Date of Hire: 06/02/2015

Staff # 18 Met

Date of Hire: 10/07/2013

Staff # 19 Met

Date of Hire: 08/01/2010

Staff # 20 Met

Date of Hire: 03/01/2007

Staff # 21 Met

Date of Hire: 08/07/2009

Staff # 22 Met

Date of Hire: 08/16/2011

Staff # 23 Met

Date of Hire: 08/15/2005

Staff # 24 Not Met

Date of Hire: 08/01/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 25 Met

Date of Hire: 08/01/2011

**Staff Credentials Reviewed: 25****591-1-1-.09 Criminal Records Check(CR)****Not Met****Finding**

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, based on review of staff files, that one staff member hired August 2017 did not have a satisfactory records determination dated within 12 months of hire.

**POI (Plan of Improvement)**

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

**Correction Deadline: 9/29/2017****591-1-1-.33 Staff Training****Not Met**

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined, based on observation of staff files, that two staff members did not have current documentation of health and safety training on file.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 10/28/2017**

**Comment**

Please ensure that new staff obtain health and safety orientation and CPR/first aid within 90 days of hire.

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

**Met**

**Comment**

Staff were observed to comply with applicable regulations.

**Staffing and Supervision**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Adequate Supervision