



**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:** 8/10/2020    **VisitType:** Monitoring Visit    **Arrival:** 3:35 PM    **Departure:** 4:35 PM

**CCLC-46437**

**Primrose School of Alpharetta**

315 Henderson Parkway Alpharetta, GA 30004 Fulton County  
(770) 664-7508 irina@primrosealpharetta.com

**Regional Consultant**

Coty Cummings

Phone: (770) 357-4919

Fax: (770) 357-4918

coty.cummings@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
08/10/2020	Monitoring Visit	Good Standing	
01/02/2020	Incident Investigation/Licensing Study	Good Standing	
01/02/2020	Incident Investigation 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-1R	Infants	3	11	C	27	C	NA	NA	Free Play
Main	B1-1L	One Year Olds	2	7	C	11	C	NA	NA	Free Play
Main	B2-2L	One Year Olds and Two Year Olds	2	10	C	15	C	NA	NA	Outside
Main	C1-3L	Two Year Olds	2	11	C	19	C	NA	NA	Centers
Main	C2-4L	Two Year Olds	2	11	C	19	C	26	C	Circle Time
Main	D1-2R	Four Year Olds	1	11	C	22	C	31	C	Outside
Main	D2-3R	Five Year Olds	2	9	C	22	C	31	C	Centers
Main	E1-5L	Three Year Olds and Four Year Olds	1	11	C	20	C	29	C	Centers
Main	E2-4R	Six Year Olds and Over	1	7	C	20	C	29	C	Free Play
Total Capacity @35 sq. ft.: 175						Total Capacity @25 sq. ft.: 218				
Total # Children this Date: 88			Total Capacity @35 sq. ft.: 175			Total Capacity @25 sq. ft.: 218				

Building	Playground	Playground Occupancy	Playground Compliance
----------	------------	----------------------	-----------------------

**Comments**

A Virtual Visit was conducted on this date.

Plan of Improvement: Developed This Date 08/10/2020

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](mailto: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](mailto:qualityrated@dec.state.ga.us)

---

Amanda Coffman, Program Official

Date

---

Coty Cummings, 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:** 8/10/2020 **VisitType:** Monitoring Visit **Arrival:** 3:35 PM **Departure:** 4:35 PM

**CCLC-46437**

**Primrose School of Alpharetta**

315 Henderson Parkway Alpharetta, GA 30004 Fulton County  
(770) 664-7508 irina@primrosealpharetta.com

**Mailing Address**  
Same

**Regional Consultant**

Coty Cummings

Phone: (770) 357-4919

Fax: (770) 357-4918

coty.cummings@dec.al.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

**Technical Assistance**

**Technical Assistance**

A Virtual Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

**Correction Deadline: 8/10/2020**

**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)**

**Technical Assistance**

**Technical Assistance**

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date

**Correction Deadline: 8/10/2020**

**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 state proper knowledge of diapering procedures.

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements were discussed with the Director/Provider on this date.

**Correction Deadline: 8/10/2020**

---

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

Medication will be evaluated on during the next regulatory visit.

**Safety**

---

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

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/Provider on this date.

**Correction Deadline: 8/10/2020**

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider there was no routine transportation provided.

**Correction Deadline: 8/11/2020****Sleeping & Resting Equipment**

---

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

Discussed SIDS and infant sleeping position.

**Staff Records**

---

**Records Reviewed: 17****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 10/03/2016	
Staff # 2	Met
Date of Hire: 10/03/2016	
Staff # 3	Met
Staff # 4	Met

**Records Reviewed: 17**

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

Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8 Date of Hire: 11/02/2004	Met
Staff # 9 Date of Hire: 12/17/2018	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Staff # 16 Date of Hire: 12/13/1990	Met
Staff # 17	Met

**Staff Credentials Reviewed: 4**

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

**Not Met**

**Finding**

591-1-1-.09(1)(j) requires that for portability for Directors, Employees and Provisional Employees, excluding Students-in-Training, only the most recently issued determination letter is eligible for portability and must be ported electronically. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. It was determined based on review of records that staff member #4 and #6 had a satisfactory fingerprint records check determination letters that had not been electronically ported.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will watch CRC videos to ensure that only the most recently issued determination letter is electronically ported for Directors, Employees and Provisional Employees, excluding Students-in-Training. A Center may accept a satisfactory Fingerprint Records Check Determination letter or a satisfactory Comprehensive Records Check Determination letter issued by the Department if the Records Check Clearance Date is within the preceding 12 months from the hire date, the individual has not had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, and the Center does not know or reasonably should not know that the individual's satisfactory status has changed. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will watch CRC to ensure CRC rules are maintained.

**Correction Deadline: 8/10/2020**

---

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

**Technical Assistance**

**Technical Assistance**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2020.

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

---

**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**

Adequate supervision observed on this date.