



**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:** 8/14/2020 **VisitType:** Complaint Investigation Follow Up **Arrival:** 8:00 AM **Departure:** 2:30 PM

**CCLC-49725**

**Richmond Hill Montessori Preschool**

2933 U/S. Highway 17 Richmond Hill, GA 31324 Bryan County  
 (912) 756-4554 catherine@richmondhillmontessoripreschool.com

**Regional Consultant**

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@decga.gov

**Mailing Address**  
 Same

**Quality Rated:** ★ ★ ★

<u>Compliance Zone Designation</u>			<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.
08/14/2020	Complaint Investigation Follow Up	Good Standing	
08/10/2020	Licensing Study	Good Standing	
01/02/2020	Monitoring Visit	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	Infants	1	2	C	10	C	NA	NA	Floor Play
Main	B	Infants and One Year Olds	2	7	C	16	C	NA	NA	Feeding, Floor Play
Main	C		0	0	C	16	C	NA	NA	
Main	D	One Year Olds and Two Year Olds	2	10	C	16	C	NA	NA	Free Play
Main	E		0	0	C	21	C	NA	NA	
Main	F	Two Year Olds	2	12	C	22	C	NA	NA	Free Play
Main	G	Two Year Olds	2	11	C	28	C	NA	NA	Free Play
Main	H	Three Year Olds and Four Year Olds	2	10	C	28	C	NA	NA	Free Play
Main	I	Four Year Olds	2	10	C	28	C	NA	NA	Free Play
Main	J		0	0	C	22	C	NA	NA	
Main	K		0	0	C	22	C	NA	NA	
Main	L	Four Year Olds and Five Year Olds	1	3	C	22	C	NA	NA	Art
Main	M		0	0	C	19	C	NA	NA	
Main	N		0	0	C	18	C	NA	NA	
Total Capacity @35 sq. ft.: 288			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 65			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	A (Right)	83	C
Main	B (Front L)	29	C
Main	C (Middle L)	43	C
Main	D (Back L)	67	C

#### Comments

The purpose of this visit was to conduct a complaint investigation.

Plan of Improvement: Developed This Date 08/14/2020

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.decal.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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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](mailto:qualityrated@decal.ga.gov)

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Sherifa Nettles, Program Official

Date

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Kimberly Stoy, Consultant

Date



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### Findings Report

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The following information is associated with a Complaint Investigation Follow Up:

**Facility**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.25(3) - Discussed with the Director about replacing the back of the toilet seat in room G.

**Correction Deadline: 8/17/2020**

**Organization**

**591-1-1-.16 Governing Body & License**

**Not Met**

#### Finding

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on staff statements and observation that the summer camp children are housed in unlicensed space during the duration of the day.

#### POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

**Correction Deadline: 8/14/2020**

**Recited on 8/14/2020**

**591-1-1-.37 Inspections & Investigations**

**Met**

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

Corrected on 8/14/2020

.37(e) - Previous citation was correct on this date.

## Safety

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

Defer

#### Defer

591-1-1-.36(7)(c)3.- The program is not currently providing transportation. This rule will be evaluated on the next regulatory visit.

#### POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

**Correction Deadline: 1/3/2020**

#### Defer

591-1-1-.36(7)(d)1.- The program is not currently providing transportation. This rule will be evaluated on the next regulatory visit.

#### POI (Plan of Improvement)

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 1/3/2020**

## Sleeping & Resting Equipment

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

Technical Assistance

#### Technical Assistance

591-1-1-.30(4) - Discussed with staff and Director about making sure mats do not touch as children are changing rooms.

**Correction Deadline: 8/14/2020**

## Staff Records

### 591-1-1-.33 Staff Training

Met

**Correction Deadline: 9/9/2020**

Corrected on 8/14/2020

.33(3) - Consultant observed health and safety orientation training for all employees that it was required.