



**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:** 1/2/2020    **VisitType:** Monitoring Visit    **Arrival:** 9:50 AM    **Departure:** 12:00 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@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

<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.
01/02/2020	Monitoring Visit	Good Standing	
11/13/2019	Incident Investigation Closure	Good Standing	
10/17/2019	Incident Investigation & Follow Up	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	2	5	C	10	C	NA	NA	Floor Play
Main	B	Infants and One Year Olds	2	9	C	16	C	NA	NA	Nap,Floor Play
Main	C	One Year Olds	2	8	C	16	C	NA	NA	Free Play
Main	D	One Year Olds	2	10	C	16	C	NA	NA	Free Play
Main	E	One Year Olds and Two Year Olds	2	10	C	21	C	NA	NA	Free Play
Main	F	Two Year Olds	3	13	C	22	C	NA	NA	Free Play
Main	G	Two Year Olds and Three Year Olds	3	12	C	28	C	NA	NA	Outside
Main	H	Three Year Olds	2	15	C	28	C	NA	NA	Outside
Main	I	Three Year Olds	2	14	C	28	C	NA	NA	Transitioning
Main	J	Six Year Olds and Over	1	11	C	22	C	NA	NA	Outside
Main	K	Six Year Olds and Over	1	17	C	22	C	NA	NA	Free Play
Main	L	Four Year Olds	1	6	C	22	C	NA	NA	Free Play
Main	M		0	0	C	19	C	NA	NA	
Main	N	Three Year Olds and Four Year Olds and Five Year Olds	1	8	C	18	C	NA	NA	Free Play,Art
Total Capacity @35 sq. ft.: 288			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 138			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**

This is the second visit of the fiscal year.

Program is a 3 star Quality Rated program.

Plan of Improvement: Developed This Date 01/02/2020

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/ChildCare/ProgramsAndRegulations.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)

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Sherifa Nettles, Program Official

Date

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Kimberly Stoy, Consultant

Date



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### Findings Report

**Date:** 1/2/2020 **VisitType:** Monitoring Visit **Arrival:** 9:50 AM **Departure:** 12:00 PM

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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 met on this date.

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

**Comment**

Center appears clean and well maintained.

**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**

Proper diapering procedures observed.

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

Proper hand washing observed throughout the center.

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

The Provider stated that there has been no medication dispensed since the last visit on October 17, 2019.

<b>Safety</b>
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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)****Not Met****Finding**

591-1-1-.36(7)(c) 3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of records that the following arrival and departure times were not documented:

- \* November 1, 2019 no departure or arrival times in the afternoon for McAllister Elementary School
- \* November 13, 2019 no arrival time back to the center in the morning or afternoon for Carver Elementary School
- \* November 13, 2019 no return time back to the center in the morning for McAllister elementary School
- \* November 14, 2019 no arrival time back to the center in the afternoon from Carver Elementary School
- \* November 14, 2019 no load and unload time at the school or arrival time back to the center in the morning for McAllister Elementary School
- \* November 15, 2019 no arrival time back to the center in the morning for Carver Elementary School
- \* November 19, 2019 no arrival time back to the center in the morning for Richmond Hill Primary School
- \* November 20, 2019 no arrival time back to the center in the morning for Richmond Hill Elementary School
- \* November 20, 2019 no arrival time back to the center in the morning for Richmond Hill Primary School
- \* November 21, 2019 no arrival time back to the center in the morning for Richmond Hill Primary School
- \* November 22, 2019 no arrival time back to the center in the morning for Richmond Hill Elementary School
- \* November 22, 2019 no arrival time back to the center in the afternoon for McAllister Elementary School

**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****Finding**

591-1-1-.36(7)(d)1. requires that the first check be conducted immediately upon unloading the last child at any location including, but not limited to, a field trip destination, arrival at the Center, and the last stop during transportation to home or school. The responsible person on the vehicle shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle; and give the passenger transportation checklist(s) to the second designated Staff person. It was determined based on a review of records that the first check of the vehicle was not completed on November 1, 2019 in the afternoon for McAllister Elementary School or on November 14, 2019 in the morning for Richmond Hill Elementary School.

**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.

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Discussed SIDS and infant sleeping position.

<b>Staff Records</b>
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**Records Reviewed: 13****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Staff # 9	Met
Date of Hire: 10/28/2019	
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Date of Hire: 11/04/2019	
Staff # 13	Met

**Staff Credentials Reviewed: 4****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Director provided two file(s) for employees hired since last visit.

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

Staff observed to be compliant with applicable laws and regulations.

<b>Staffing and Supervision</b>
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<b>591-1-1-.32 Staff:Child Ratios and Group Size(CR)</b>	<b>Met</b>
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**Comment**

Center observed to maintain appropriate staff:child ratios.

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<b>591-1-1-.32 Supervision(CR)</b>	<b>Met</b>
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**Comment**

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