



**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:** 1/29/2021 **VisitType:** Monitoring Visit **Arrival:** 11:00 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 yolanda@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.
01/29/2021	Monitoring Visit	Good Standing	
08/19/2020	Complaint Closure	Good Standing	
08/14/2020	Complaint 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	1	3	C	10	C	NA	NA	Nap, Floor Play, Feeding
Main	B	Infants	2	10	C	16	C	NA	NA	Lunch, Floor Play
Main	C	One Year Olds	2	9	C	16	C	NA	NA	Lunch
Main	D	One Year Olds	2	14	C	16	C	NA	NA	Lunch
Main	E	One Year Olds and Two Year Olds	2	9	C	21	C	NA	NA	Lunch
Main	F	Two Year Olds	2	16	C	22	C	NA	NA	Transitioning
Main	G	Two Year Olds and Three Year Olds	2	15	C	28	C	NA	NA	Transitioning
Main	H	Three Year Olds	2	21	C	28	C	NA	NA	Lunch
Main	I	Three Year Olds and Four Year Olds	2	21	C	28	C	NA	NA	Nap
Main	J	PreK	2	21	C	22	C	NA	NA	Free Play
Main	K	PreK	2	16	C	22	C	NA	NA	Transitioning
Main	L	PreK	2	19	C	22	C	NA	NA	Outside
Main	M	PreK	2	13	C	19	C	NA	NA	Centers
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: 187

Total Capacity @35 sq. ft.: 288

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

A virtual inspection was conducted on January 29, 2021 with the Provider. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on August 15, 2020 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 01/29/2021

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/RuleAndRegulations.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.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)

---

Yolanda Rollinson, Program Official

Date

---

Kimberly Stoy, 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:** 1/29/2021 **VisitType:** Monitoring Visit **Arrival:** 11:00 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 yolanda@richmondhillmontessoripreschool.com

**Mailing Address**  
Same

**Regional Consultant**

Kimberly Stoy

Phone: (678) 747-6836  
Fax: (706) 314-7859  
kimberly.stoy@decal.ga.gov

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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was not directly observed during the virtual walk through. Procedures and sanitation regarding proper diapering were discussed with the Director on this date.

---

**591-1-1-.17 Hygiene(CR)****Met****Correction Deadline: 8/19/2020****Corrected on 1/29/2021****.17(2) - Previous citation was correct on this date.**

---

**591-1-1-.20 Medications(CR)****N/A****Comment**

The Provider currently does not dispense/administer medication.

<b>Organization</b>
---------------------

---

**591-1-1-.16 Governing Body & License****Met****Correction Deadline: 8/14/2020****Corrected on 1/29/2021****.16(e) - Consultant did not observe any children in unlicensed space on this date. Consultant discussed with the new Director what areas were licensed and what areas were not.**

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

---

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

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 on this date.

---

**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/or departure times were not documented:

\* January 19th: the arrival time in the afternoon for Carver Elementary and Richmond Hill Elementary

\* January 20th: the unload time in the afternoon for McAllister Elementary

**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: 2/26/2021****Recited on 1/29/2021****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 January 19, 2021 in the afternoon for McAllister 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.

**Correction Deadline: 2/26/2021**

**Recited on 1/29/2021**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated in person and will be reviewed during the next regulatory visit. SIDS and infant sleeping position were discussed with the Director on this date.

**Staff Records****Records Reviewed: 30****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Staff # 2	Met
Date of Hire: 08/14/2020	
Staff # 3	Met
Staff # 4	Met
Date of Hire: 02/24/2016	
Staff # 5	Met
Date of Hire: 12/10/2018	
Staff # 6	Met
Date of Hire: 01/11/2021	
Staff # 7	Met
Date of Hire: 11/16/2020	
Staff # 8	Met
Date of Hire: 12/07/2020	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Date of Hire: 03/06/2019	
Staff # 12	Met

**Records Reviewed: 30**

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

Date of Hire: 09/28/2020

Staff # 13 Met

Staff # 14 Met

Date of Hire: 09/17/2020

Staff # 15 Met

Staff # 16 Met

Staff # 17 Met

Date of Hire: 08/17/2020

Staff # 18 Met

Staff # 19 Met

Staff # 20 Met

Date of Hire: 01/25/2021

Staff # 21 Met

Staff # 22 Met

Date of Hire: 10/28/2019

Staff # 23 Met

Staff # 24 Met

Staff # 25 Met

Staff # 26 Met

Staff # 27 Met

Date of Hire: 11/04/2019

Staff # 28 Met

Date of Hire: 12/21/2020

Staff # 29 Met

Date of Hire: 01/26/2021

Staff # 30 Met

**Staff Credentials Reviewed: 4**

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

**Met**

**Comment**

Director provided 11 file(s) for employees hired since last visit. Criminal records check complete on this date.

---

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

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 August 15, 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**

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated in person and will be reviewed during the next regulatory visit.