



**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: 11/12/2020 **VisitType:** Licensing Study

Arrival: 9:20 AM

Departure: 10:20 AM

CCLC-50561

Primrose School of Atlanta Westside

2260 Marietta Boulevard, NW, Suite 114 Atlanta, GA 30318 Fulton County
(404) 565-0257 owners@primroseatlantawestside.com

Mailing Address
Same

Regional Consultant

Lajuana Williams

Phone: (770) 357-7074

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lajuana.williams@decal.ga.gov

Quality Rated: No

Compliance Zone Designation			Compliance Zone Designation - 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. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
11/12/2020	Licensing Study	Good Standing	
11/07/2019	Licensing Study	Good Standing	
06/05/2019	Initial Licensing Study	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	Infants	3	7	C	8	C	NA	NA	Nap, Floor Play
Main	B Infants		0	0	C	9	C	NA	NA	Not In Use
Main	C Two's		0	0	C	16	C	NA	NA	Not In Use
Main	D Three's	Three Year Olds	2	19	C	24	C	NA	NA	Centers, Outside
Main	E After school	Four Year Olds and Five Year Olds	1	5	C	30	C	NA	NA	Art
Main	F Four's	Three Year Olds	2	19	C	24	C	NA	NA	Outside, Centers
Main	G Three's	Two Year Olds and Three Year Olds	3	13	C	24	C	NA	NA	Transitioning
Main	H Two's		0	0	C	16	C	NA	NA	Not In Use
Main	I One's		0	0	C	16	C	NA	NA	Not In Use
Main	J Infants	Infants	2	7	C	9	C	NA	NA	Floor Play
Main	K One's		0	0	C	12	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 188

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 70

Total Capacity @35 sq. ft.: 188

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A Infants	17	C
Main	B Toddler	23	C
Main	C Preschool	28	C
Main	D School age	31	C

Comments

An Administrative Review was conducted on November 12, 2020. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on November 12, 2020 with the Director. 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.

An amendment will be completed to change labels on classrooms due to previous mislabeling. Room E will be changed to classroom L, room I to E and room K to D and D to K to fit the floor plan.

Plan of Improvement: Developed This Date 11/12/2020

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.al.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@dec.al.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.al.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.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

Chantia Olusoga, Program Official

Date

Lajuana Williams, Consultant

Date



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Findings Report

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Not Evaluated

Comment

591-1-1-.03(1) - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

Correction Deadline: 11/12/2020

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

Met

Comment

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.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

N/A

Comment

Center does not provide swimming activities.

Children's Records

Records Reviewed: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

591-1-1-.08 Children's Records**Met****Comment**

During an administrative review of records 5 of 5 children were records were observed to be complete. Parent authorizations obtained/completed.

Facility

591-1-1-.06 Bathrooms**Not Evaluated****Comment**

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

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through an appropriate number of children were observed in the center this date. Licensed capacity observed to be routinely met by center.

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

591-1-1-.25(3)-A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated and will be reviewed during the next regulatory visit.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 11/7/2019

591-1-1-.26 Playgrounds(CR)**Not Evaluated****Comment**

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

Food Service

591-1-1-.15 Food Service & Nutrition**Met****Comment**

During an administrative review the current menu was observed. Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Met****Comment**

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

Health and Hygiene

591-1-1-.07 Children's Health**Technical Assistance****Technical Assistance**

591-1-1-.07(2) - A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was not directly evaluated during the virtual walk through, however, reporting requirements were discussed with the center via email. Thank you for reporting as required.

Correction Deadline: 11/12/2020

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through staff stated proper knowledge of diapering procedures.

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

591-1-1-.17 - A Virtual Visit was conducted due to the COVID-19 pandemic. Handwashing was not directly observed during the virtual walk through, however, staff staff stated proper knowledge of the rules.

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

During an administrative review of records documentation for medication dispensing was observed to be complete.

Policies and Procedures

591-1-1-.27 Posted Notices**Not Evaluated****Comment**

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

Safety

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 owner on this date. Staff were observed to maintain a positive learning environment on this date.

591-1-1-.13 Field Trips(CR)**Met****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**Met****Correction Deadline: 11/8/2019****Corrected on 11/12/2020**

.36(7)(d)1. - During an administrative review the owner indicated that the program did not currently provide transportation and had not provided home transportation in the last twelve months.

Correction Deadline: 11/7/2019**Corrected on 11/12/2020**

.36(7)(d)2. - During an administrative review the owner indicated that the program did not currently provide transportation and had not provided home transportation in the last twelve months.

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. During the virtual walk through SIDS and infant sleeping position was discussed.

Staff Records

Staff # 1	Met
Date of Hire: 09/18/2019	
Staff # 2	Met
Date of Hire: 09/30/2019	
Staff # 3	Met
Date of Hire: 02/10/2020	
Staff # 4	Met
Date of Hire: 02/17/2020	
Staff # 5	Not Met
Date of Hire: 05/13/2019	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 6	Met
Date of Hire: 12/02/2019	
Staff # 7	Met
Date of Hire: 03/16/2020	
Staff # 8	Met
Date of Hire: 05/22/2019	
Staff # 9	Met
Date of Hire: 11/11/2019	
Staff # 10	Met
Date of Hire: 01/27/2020	
Staff # 11	Met
Date of Hire: 09/04/2019	
Staff # 12	Met
Staff # 13	Met
Date of Hire: 08/19/2019	
Staff # 14	Met
Date of Hire: 12/12/2019	
Staff # 15	Met

Date of Hire: 08/06/2019

Staff # 16 Met

Date of Hire: 09/24/2019

Staff # 17 Met

Date of Hire: 12/19/2019

Staff # 18 Met

Date of Hire: 11/08/2019

Staff # 19 Met

Date of Hire: 08/26/2019

Staff # 20 Met

Date of Hire: 09/27/2019

Staff # 21 Met

Date of Hire: 05/13/2019

Staff # 22 Met

Date of Hire: 08/07/2019

Staff # 23 Met

Date of Hire: 05/13/2019

Staff # 24 Met

Date of Hire: 03/16/2020

Staff # 25 Met

Date of Hire: 03/18/2019

Staff # 26 Met

Date of Hire: 06/29/2020

Staff # 27 Met

Date of Hire: 02/17/2020

Staff # 28 Met

Date of Hire: 08/03/2020

Staff # 29 Met

Date of Hire: 01/21/2020

Staff # 30 Met

Date of Hire: 05/13/2019

Records Reviewed: 37

Records with Missing/Incomplete Components: 1

Staff # 31 Date of Hire: 07/23/2019	Met
Staff # 32 Date of Hire: 12/02/2019	Met
Staff # 33 Date of Hire: 06/21/2019	Met
Staff # 34 Date of Hire: 06/29/2020	Met
Staff # 35 Date of Hire: 05/21/2019	Met
Staff # 36 Date of Hire: 02/20/2019	Met
Staff # 37 Date of Hire: 09/01/2020	Met

Staff Credentials Reviewed: 9

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

Correction Deadline: 11/7/2019

Corrected on 11/12/2020

.09(1)(j) - Previous cite corrected. During an administrative review of staff records Criminal Records Checks were observed to be complete

591-1-1-.14 First Aid & CPR **Met**

Comment

During an administrative review evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Met**

Comment

During an administrative review documentation observed of required staff training. Please ensure staff obtain all required training within 90 days of employment.

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. Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

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

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. 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. Adequate supervision observed on this date.