



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: 1/7/2020 **VisitType:** Monitoring Visit **Arrival:** 11:45 AM **Departure:** 2:00 PM

CCLC-51575

Milton Montessori School at Kelly Mill

1791 Kelly Mill Road Cumming, GA 30040 Forsyth County
 (770) 781-5586 suheir.ibrahim@themiltonmontessorischool.com

Regional Consultant

Mandi Sloan

Phone: (770) 357-5097

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mandi.sloan@decal.ga.gov

Mailing Address

Same

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.
01/07/2020	Monitoring Visit	Good Standing	
07/31/2019	Initial Licensing Study	Good Standing	

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.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Building 1 Front Main	A-1st Left Side	One Year Olds and Two Year Olds	2	8	C	23	C	NA	NA	Nap, Transitioning
Building 1 Front Main	B-2nd Back Left	Three Year Olds and Four Year Olds and Five Year Olds	3	13	C	25	C	NA	NA	Nap, Transitioning, Story
Total Capacity @35 sq. ft.: 48						Total Capacity @25 sq. ft.: 0				
Building 2 Left Side	A - Main Room	Infants and One Year Olds	1	2	C	18	C	NA	NA	Floor Play, Free Play
Total Capacity @35 sq. ft.: 20						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Health Department Limitations		
Building 3 Middle Back	A-1st Left	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	1	10	C	20	C	NA	NA	Transitioning, Lunch
Building 3 Middle Back	B-1st Right	Six Year Olds and Over	2	10	C	20	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 40						Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Centers Request		
Total # Children this Date: 43			Total Capacity @35 sq. ft.: 108			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The purpose of today's visit was to conduct a Monitoring Visit and follow-up on citations from the previous visit conducted on July 31, 2019.

Plan of Improvement: Developed This Date 01/07/2020

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.

- 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

Suheir Ibrahim, Program Official

Date

Mandi Sloan, Consultant

Date



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Findings Report

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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) **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

591-1-1-.25(13) - Consultant discussed with provider to ensure that hazardous equipment, materials and supplies are stored in a locked area inaccessible to children.

Correction Deadline: 1/7/2020

Correction Deadline: 8/29/2019

Corrected on 1/7/2020

.25(6) - The previous citation was corrected on this date as children's personal items were observed to be kept in individual containers separated from articles used by other children. Consultant observed individually labeled coat hooks, drawers and diapering shelves for each enrolled child on this date.

591-1-1-.26 Playgrounds(CR) **Technical Assistance**

Technical Assistance

591-1-1-.26 - Consultant discussed maintenance of resilient surface. Please fluff and redistribute when the ground dries from recent rains.

Correction Deadline: 8/9/2019

Corrected on 1/7/2020

.26(6) - The previous citation was corrected on this date as playground equipment was observed to be maintained and in good repair. Consultant observed on "Building 1 Playground" that the brown climbing structure no longer contained gaps between four and eight inches as rails have been installed to close the gaps. Further, the white railing at the exit steps no longer contained gaps measuring four to five inches as the steps have been replaced. Finally, "Building 2 Infant and Toddler Playground" did not contain gaps at the white railing measuring four to six inches as rails have been installed to close the gaps.

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) Met

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) Technical Assistance

Technical Assistance

591-1-1-.20 - Consultant discussed medication documentation and procedures with program to include maintaining prescription numbers on "authorization for medication forms" and obtaining detailed information regarding food allergies which may result in emergency medication.

Safety

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

Comment

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

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Technical Assistance

591-1-1-.30(1)(a)3 - Consultant discussed with provider to ensure that crib sheets are tight fitting and are pulled tightly around all four corners of the mattress.

Correction Deadline: 1/7/2020

Staff Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 1

Staff # 1

Met

Date of Hire: 08/01/2019

Staff # 2	Met
Date of Hire: 08/01/2019	
Staff # 3	Met
Date of Hire: 08/01/2019	
Staff # 4	Not Met
Date of Hire: 08/01/2019	
<u>"Missing/Incomplete Components"</u>	
.33(3)-Health & Safety Certificate,.14(2)-CPR missing,.14(2)-First Aid Missing	

Staff Credentials Reviewed: 2

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided five files for employees hired since last visit.

591-1-1-.14 First Aid & CPR Not Met

Finding

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that staff member #11 with a documented date of hire of August 1, 2019 did not possess certification in first aid and CPR.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 2/6/2020

591-1-1-.33 Staff Training Not Met

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that the follow staff members with direct care responsibilities had not completed health and safety orientation training within their first 90 days of employment:

- Staff member # 1 with a documented date of hire of August 12, 2019
- Staff member #5 with a documented date of hire of June 1, 2019
- Staff member #11 with a documented date of hire of August 1, 2019

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 2/6/2020

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

Met

Comment

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

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)

Met

Comment

Adequate supervision observed on this date.