



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: 8/12/2021 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 11:00 AM

CCLC-54386

Montessori In Town

1192 Arkwright Pl SE Atlanta, GA 30317 Fulton County
 (404) 784-1038 augusta@montessoriantown.com

Regional Consultant

Jennifer Salies

Phone: (770) 357-7052

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jennifer.salies@decal.ga.gov

Mailing Address

Same

Quality Rated: No

Compliance Zone Designation		
08/12/2021	Initial Licensing Study	Good Standing

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.

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 - 6 yr - 12 yr		0	0	C	16	C	NA	NA	
Main	B - 3yr - 6yr		0	0	C	25	C	NA	NA	
Main	C- 3 yr - 6 yr		0	0	C	26	C	NA	NA	
Main	D - 14 mths- 2 yrs		0	0	C	17	C	NA	NA	
Main	E- 14 mths - 2 yrs		0	0	C	13	C	NA	NA	
Main	F- 3 yrs- 6 yrs		0	0	C	26	C	NA	NA	

Total Capacity @35 sq. ft.: 123

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0

Total Capacity @35 sq. ft.: 123

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A - 2 yr - 12 yr	13	C
Main	Playground B - 2 yrs- 12 yrs	30	C
Main	Playground C - 2 yrs - 12 yrs	29	C
Main	Playground D - 14 mths - 2 yrs	20	C
Main	Playground E - 3 yr - 6 yr	3	C

Comments

An Administrative Review was conducted on August 5, 2021. Staff files, children's files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted on August 12, 2021. The exit conference was conducted virtually on August 12, 2021 at 3:00 p.m. with the Director. A Temporary License was issued on this date. Facility does carry Liability Insurance.

Plan of Improvement: Developed This Date 08/12/2021

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/Regulations.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

Mary McDonald, Program Official

Date

Jennifer Salies, Consultant

Date



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Findings Report

Date: 8/12/2021 **VisitType:** Initial Licensing Study **Arrival:** 9:00 AM **Departure:** 11:00 AM

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured.

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

Met

Comment

Center does not provide swimming activities. Consultant observed no pool on property.

Children's Records

Records Reviewed: 4

Records with Missing/Incomplete Components: 4

Child # 1	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 2	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	

Finding

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined based on review of children's files, that four (4) of four (4) files were missing the address of whom the child is released.

POI (Plan of Improvement)

Center will update the files to reflect the address of whom the child is released.

Correction Deadline: 8/12/2021

Facility

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

A Temporary License is issued on this date. The overall capacity is for 123 children. Pending final Certificate of Occupancy.

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

No hazards observed accessible to children on this date.

Comment

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

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

Playground observed to be clean and in good repair.

Technical Assistance

591-1-1-.26(6) - Consultant discussed placing the mobile equipment six (6) feet apart.

Correction Deadline: 8/22/2021

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**

There were no children present on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

Discussed proper medication documentation and procedures.

Safety

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

Met

Comment

There were no children present on this date. The center's discipline policy was reviewed on this date. Regulations regarding proper discipline were discussed with the director on this date.

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

Met

Comment

Center does not provide routine transportation or field trips. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hours transportation training prior to transporting children.

Sleeping & Resting Equipment

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

Met

Comment

Program not serving infants. The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 19

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 08/31/2012	
Staff # 2	Met
Date of Hire: 08/02/2021	
Staff # 3	Met
Date of Hire: 08/01/2013	
Staff # 4	Met
Date of Hire: 07/26/2021	
Staff # 5	Met
Date of Hire: 01/09/2021	
Staff # 6	Met
Date of Hire: 01/09/2018	
Staff # 7	Met
Date of Hire: 07/26/2021	
Staff # 8	Met
Date of Hire: 08/28/2020	

Staff # 9 Date of Hire: 07/27/2020	Met
Staff # 10 Date of Hire: 06/24/2014	Met
Staff # 11 Date of Hire: 04/01/2019	Met
Staff # 12 Date of Hire: 08/01/2017	Met
Staff # 13 Date of Hire: 08/03/2012	Met
Staff # 14 Date of Hire: 08/03/2012	Met
Staff # 15 Date of Hire: 01/03/2018	Met
Staff # 16 Date of Hire: 08/01/2018	Met
Staff # 17 Date of Hire: 06/28/2021	Met
Staff # 18 Date of Hire: 08/03/2020	Met
Staff # 19 Date of Hire: 06/01/2021	Met

Staff Credentials Reviewed: 2**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Defer****Comment**

Criminal record checks were observed to be complete. Seventeen (17) of nineteen (19) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file. Two (2) of nineteen (19) staff had national satisfactory letters on file. Consultant discussed requirements and deadlines for out of state documents. Further consultant discussed how these staff must be supervised at all times and may not be alone with children.

Defer

591-1-1-.09(1)(h)- Center was not operating on this date. No children or staff were present. The regional consultant will verify this at the next inspection.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will view the A to Z Background Check video units to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will view the A to Z Background Check video units to ensure the CRC rules are maintained..

Correction Deadline: 3/3/2021

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

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

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

Met

Comment

A supervision plan was created on this date for classrooms A - F for the hooks located in the hallway. A supervision was also created for classroom F due to the shape of the classroom. Further a supervision plan was created for playgrounds B and C due to the shape and classroom F for the bathroom located in the hallway.

Comment

There were no children present on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.