



**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:** 1/28/2020    **VisitType:** Licensing Study    **Arrival:** 8:40 AM    **Departure:** 11:45 AM

**CCLC-76**

**Primrose School of Buford**

1650 Crossroads Drive Buford, GA 30518 Gwinnett County  
 (770) 932-5573 office@primrosebuford.com

**Regional Consultant**

Malissa Champion

Phone: (770) 357-4925

Fax: (770) 357-4924

malissa.champion@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
01/28/2020	Licensing Study	Good Standing	
09/18/2019	Monitoring Visit	Good Standing	
06/26/2019	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	1L	One Year Olds and Two Year Olds	2	8	C	10	C	NA	NA	Free Play
Main	1R	Infants and One Year Olds	2	8	C	22	C	NA	NA	Nap, Floor Play, Diapering
Main	2L	Two Year Olds	2	15	C	20	C	NA	NA	Story
Main	2R	Four Year Olds and Five Year Olds	2	14	C	20	C	29	C	Centers
Main	3L	Two Year Olds and Three Year Olds	2	12	C	21	C	NA	NA	Centers
Main	3R	Four Year Olds and Five Year Olds	1	6	C	20	C	28	C	Centers
Main	4L	Three Year Olds and Four Year Olds	1	9	C	19	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 132						Total Capacity @25 sq. ft.: 149				
Total # Children this Date: 72			Total Capacity @35 sq. ft.: 132			Total Capacity @25 sq. ft.: 149				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-Right Front	23	C
Main	B- Left Front	41	C
Main	c- Left Rear	46	C
Main	D- Right rear	84	C

## Comments

The purpose of this visit was to conduct a licensing study and to follow up on the previous visit conducted on September 18, 2019.

Plan of Improvement: Developed This Date 01/28/2020

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/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](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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Jennifer Horist, Program Official

Date

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Malissa Champion, Consultant

Date



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### Findings Report

**Date:** 1/28/2020 **VisitType:** Licensing Study **Arrival:** 8:40 AM **Departure:** 11:45 AM

#### CCLC-76

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The following information is associated with a Licensing Study:

### 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.

### 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

Records were observed to be complete and well organized.

### Facility

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**591-1-1-.06 Bathrooms****Not Met****Finding**

591-1-1-.06(7) requires Center Staff to ensure bathrooms are cleaned daily with a disinfectant. It was determined based on observation that there was dried feces on the walls of the girls bathroom in Classroom 2R on this date.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to ensure that bathrooms are cleaned and disinfected daily and that this is monitored daily.

**Correction Deadline: 1/28/2020**

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

Licensed capacity observed to be routinely met by center.

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

Center appears clean and well maintained.

**Correction Deadline: 9/18/2019****Corrected on 1/28/2020**

.25(13) - The previous citation was observed to be corrected on this date. The consultant observed all hazardous items stored in a locked container and/or cabinet on this date.

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**591-1-1-.26 Playgrounds(CR)****Not Met****Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined based on observation that the resilient surface level beneath the equipment and fall zones on Playground B, Playground C, and Playground D measured approximately one to two inches on this date.

**POI (Plan of Improvement)**

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

**Correction Deadline: 2/14/2020****Recited on 1/28/2020****Correction Deadline: 9/25/2019****Corrected on 1/28/2020**

.26(9) - The previous citation was observed to be corrected on this date. The consultant observed the playground to be free from litter and hazards on this date.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)** **Met**

**Comment**

Proper diapering procedures observed.

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**591-1-1-.17 Hygiene(CR)** **Not Met**

**Finding**

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on observation that two children in Classroom 3L and one child in Classroom 4L did not wash their hands with liquid soap and warm running water upon arrival for care on this date.

**POI (Plan of Improvement)**

The Center will train Staff on required handwashing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

**Correction Deadline: 1/28/2020**

**Correction Deadline: 9/18/2019**

**Corrected on 1/28/2020**

.17(8) - The previous citation was observed to be corrected on this date. Consultant observed proper handwashing amongst staff throughout the facility on this date.

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

**Comment**

Documentation for medication dispensing observed complete.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

Program observed complete emergency drills

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed all required posted notices.

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**591-1-1-.29 Required Reporting** **Met**

**Comment**

Discussed reporting requirements.

<b>Safety</b>
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**591-1-1-.05 Animals** **Met**

**Comment**

Center does not keep animals on premises.

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

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Field trip documentation observed to be complete.

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

**Technical Assistance**

**Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

**Comment**

Complete documentation of transportation observed.

**Comment**

The vehicle had an approved fire extinguisher and first aid kit on this date.

**Technical Assistance**

591-1-1-.36(4)(b) - Consultant discussed with provider to monitor, repair or replace the seat covers where tears are beginning to develop in the fabric.

**Correction Deadline: 1/29/2020**

**Correction Deadline: 10/4/2019**

**Corrected on 1/28/2020**

.36(4)(f)1. - The previous citation was observed to be corrected on this date. The consultant observed the seat belts on both vehicles to be in good repair on this date.

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**Sleeping & Resting Equipment**

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

**Met**

**Comment**

Discussed SIDS and infant sleeping position.

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**Staff Records**

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**Records Reviewed: 9**

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

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Staff # 1	Met
Date of Hire: 11/07/2016	
Staff # 2	Met
Date of Hire: 09/17/2018	
Staff # 3	Met
Date of Hire: 06/01/2001	
Staff # 4	Met
Date of Hire: 01/08/2016	
Staff # 5	Met
Date of Hire: 11/15/2018	
Staff # 6	Met
Date of Hire: 09/04/2019	
Staff # 7	Met

Date of Hire: 08/22/2017

Staff # 8

Met

Date of Hire: 08/09/2003

Staff # 9

Met

Date of Hire: 07/26/2019

**Staff Credentials Reviewed: 6**

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

**Met**

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided one file for employees hired since last visit September 18, 2019.

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

**Met**

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Not Met**

**Finding**

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that Staff #18, hired September 2, 2014, did not have evidence of completing ten clock hours of diverse training for 2019 on this date.

**POI (Plan of Improvement)**

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

**Correction Deadline: 2/27/2020**

**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.



**Comment**

Adequate supervision observed on this date.