



**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: 6/26/2019 **VisitType:** Licensing Study **Arrival:** 8:50 AM **Departure:** 12:20 PM

CCLC-76

Primrose School of Buford

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

Regional Consultant

Malissa Champion

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malissa.champion@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. 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.
06/26/2019	Licensing Study	Good Standing	
10/24/2018	Monitoring Visit	Good Standing	
02/28/2018	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	2	7	C	10	C	NA	NA	Free Play
Main	1R	Infants and One Year Olds	2	8	C	22	C	NA	NA	Floor Play, Feeding, Nap
Main	2L	Two Year Olds	3	19	C	20	C	NA	NA	Circle Time, Story
Main	2R	Four Year Olds and Five Year Olds	1	13	C	20	C	29	C	Centers
Main	3L	Three Year Olds and Four Year Olds	2	15	C	21	C	NA	NA	Centers, Art
Main	3R	Four Year Olds and Five Year Olds and Six Year Olds and Over	1	14	C	20	C	28	C	Circle Time
Main	4L	Four Year Olds	2	13	C	19	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 132						Total Capacity @25 sq. ft.: 149				
Total # Children this Date: 89			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 October 24, 2018.

Plan of Improvement: Developed This Date 06/26/2019

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

Jennifer Horist, Program Official

Date

Malissa Champion, 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-.12 Equipment & Toys(CR)

Not Met

Finding

591-1-1-.12(2) requires that all equipment and furniture be free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. It was determined based on observation that a children's couch in the library area of Classroom 3L and Classroom 4L were torn and contained exposed foam on this date.

POI (Plan of Improvement)

The Center will ensure that equipment and furniture are used by the age-appropriate group of children.

Correction Deadline: 6/26/2019

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

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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

Licensed capacity observed to be routinely met by center.

Correction Deadline: 10/24/2018**Corrected on 6/26/2019****.19(1) - The previous citation was observed to be corrected on this date. Consultant observed all classrooms to be compliant with room capacities on this date.**

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were accessible to children on this date:

Classroom 1R

-One can of Lysol in an unlocked cabinet.

-One can of Scrubbing Bubbles in an unlocked cabinet.

Classroom 3R

- Two packets of insect repellent wipes in a child's backpack.

All items contained the label that read "Keep Out of Reach of Children."

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 6/26/2019

591-1-1-.26 Playgrounds(CR)**Met****Comment**

Playground observed to be clean and in good repair. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. side walk maintenance, resilient surface levels, entrapment hazards, etc.) with the director on this date.

Food Service

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

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations**Not Met**

Finding

591-1-1-.18(7) requires each Center to have a designated space for storage of food and kitchen items and that the area be kept clean and free of accumulation of dust, dirt, food particles and grease deposits. It was determined based on observation that the kitchen floor and walls were not clean and free of dust and dirt accumulation on this date.

POI (Plan of Improvement)

The Center will designate an area for the storage of these items, will thoroughly clean the space, if needed, develop and implement a plan to train Staff, as needed, and inspect the storage area daily.

Correction Deadline: 6/26/2019

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

Proper hand washing observed throughout the center.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Program observed complete emergency drills

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

Comment

Observed all required posted notices.

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

Comment

Thank you for reporting as required.

Safety

591-1-1-.05 Animals **Met**

Comment

Center does not keep animals on premises.

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

Comment

Age-appropriate discussion and/or redirection observed.

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

Comment

Field trip documentation observed to be complete.

Comment

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

Comment

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director. Provider stated that the two buses were not on the premises on this date. Provider stated buses were taken to the mechanic for annual inspection.

Sleeping & Resting Equipment

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 04/22/2019	
Staff # 2	Met
Date of Hire: 01/21/2002	
Staff # 3	Met
Date of Hire: 09/22/2014	
Staff # 4	Met
Date of Hire: 09/21/2015	
Staff # 5	Met
Date of Hire: 08/09/2003	
Staff # 6	Met
Date of Hire: 08/04/2017	
Staff # 7	Met
Date of Hire: 09/17/2018	
Staff # 8	Met
Date of Hire: 11/05/2007	
Staff # 9	Met
Date of Hire: 06/01/2001	
Staff # 10	Met
Date of Hire: 05/01/1999	
Staff # 11	Met

Records Reviewed: 23

Records with Missing/Incomplete Components: 0

Date of Hire: 01/08/2019

Staff # 12 Met

Date of Hire: 07/29/2013

Staff # 13 Met

Date of Hire: 11/07/2016

Staff # 14 Met

Date of Hire: 11/20/2018

Staff # 15 Met

Date of Hire: 06/27/2018

Staff # 16 Met

Date of Hire: 05/06/2019

Staff # 17 Met

Date of Hire: 12/26/2018

Staff # 18 Met

Date of Hire: 08/22/2017

Staff # 19 Met

Date of Hire: 11/15/2018

Staff # 20 Met

Date of Hire: 07/25/2014

Staff # 21 Met

Date of Hire: 11/08/2016

Staff # 22 Met

Date of Hire: 08/16/2016

Staff # 23 Met

Date of Hire: 07/03/2017

Staff Credentials Reviewed: 23

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

Met

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 12 files for employees hired since last visit on October 24, 2018.

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

Complete first aid kits observed in center.

Comment

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

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

Documentation observed of required staff training.

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)**Technical Assistance****Technical Assistance**

591-1-1-.32 - Discussed combining children of mixed ages.

Comment

Adequate supervision observed on this date.