



**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:** 7/26/2024 **VisitType:** Licensing Study

**Arrival:** 8:45 AM **Departure:** 2:40 PM

**CCLC-51575**

**Milton Montessori School at Kelly Mill**

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

Regional Consultant

Amanda Schofield

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**Mailing Address**

Same

**Quality Rated:** No

| Compliance Zone Designation |                  |               | <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.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|-----------------------------|------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 07/26/2024                  | Licensing Study  | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 11/29/2023                  | Monitoring Visit | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 11/29/2022                  | Monitoring Visit | 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          |
|--------------------------------|----------------------------------|-------------------------------------------------------|-------------------------------|----------|------|---------------------------------------------------------------|--------------|------------|--------------|----------------|
| Building 1 Front Main          | A-1st Left Side                  |                                                       | 0                             | 0        | C    | 23                                                            | C            | NA         | NA           |                |
| Building 1 Front Main          | B-2nd Back Right                 |                                                       | 0                             | 0        | C    | 25                                                            | C            | NA         | NA           |                |
| Building 1 Front Main          | Infants and One-Year-Olds(Front) |                                                       | 0                             | 0        | C    | 17                                                            | C            | NA         | NA           |                |
| Building 1 Front Main          | Toddler 2                        | Infants and One Year Olds                             | 1                             | 3        | C    | 6                                                             | C            | NA         | NA           | Nap,Floor Play |
| Total Capacity @35 sq. ft.: 53 |                                  |                                                       | Total Capacity @25 sq. ft.: 0 |          |      | Building @35 capacity limited by Heath Department Limitations |              |            |              |                |
| Building 2 Left Side           | A - Main Room                    | Two Year Olds                                         | 2                             | 11       | C    | 18                                                            | C            | NA         | NA           | Centers        |
| Total Capacity @35 sq. ft.: 20 |                                  |                                                       | Total Capacity @25 sq. ft.: 0 |          |      | Building @35 capacity limited by Heath Department Limitations |              |            |              |                |
| Building 3 Middle Back         | A-1st Left                       | Three Year Olds and Four Year Olds and Five Year Olds | 1                             | 13       | C    | 20                                                            | C            | NA         | NA           | Circle Time    |
| Building 3 Middle Back         | B-1st Right                      |                                                       | 0                             | 0        | C    | 20                                                            | C            | NA         | NA           |                |
| Total Capacity @35 sq. ft.: 40 |                                  |                                                       | Total Capacity @25 sq. ft.: 0 |          |      | Building @35 capacity limited by Centers Request              |              |            |              |                |

| Building | Playground | Playground<br>Occupancy | Playground<br>Compliance |
|----------|------------|-------------------------|--------------------------|
|----------|------------|-------------------------|--------------------------|

**Comments**

The purpose of this visit was to conduct a Licensing Study. Staff files, children files, and criminal records checks were reviewed.

**Reminders:**

Please be sure to enter all temporary closures in DECAL KOALA under the Required Report tab whenever your facility is closed temporarily for one day or more.

Incident Reports are to be submitted via DECAL KOALA with all signed staff statements for staff and the director. Consultant left a copy of Required Reporting Guidelines.

An application for an amended License shall be submitted at least thirty (30) days prior to the change, except in the case of an emergency. Amendment FAQ was emailed to the director during the visit.

Plan of Improvement: No Plan Developed

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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.al.ga.gov](mailto:qualityrated@dec.al.ga.gov) for more information. Free technical assistance is available!**



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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)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**591-1-1.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Per director the center does not provide swimming activities.

**Children's Records**

**591-1-1.08 Children's Records**

**Met**

**Comment**

Parent authorizations obtained/completed.

**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)**

**Met**

**Comment**

Center appears clean and well maintained.

**591-1-1.26 Playgrounds(CR)**

**Technical Assistance**

**Comment**

Playground observed to be clean and in good repair.

**Technical Assistance**

591-1-1-.26(9) - Please monitor the playground area for the following hazardous items:

- Exposed tree roots.
- Normal wear and tear of playground equipment (i.e., chipped paint, etc.)
- Resilient surface mats. Ensure resilient surface mats are flushed into the resilient surface to prevent injury from tripping or falling

**Correction Deadline: 7/26/2024**

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

Consultant observed bottles covered and fully labeled with child's full name and date.

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

Kitchen appears clean and well organized.

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Technical Assistance****Technical Assistance**

591-1-1-.10(4) - Consultant discussed with staff and director to please ensure to clean any dirt build-up underneath the diaper changing pad.

**Correction Deadline: 7/26/2024**

**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

**591-1-1-.20 Medications(CR)****N/A****Comment**

Per director the center currently does not dispense/administer 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-.13 Field Trips(CR)****N/A****Comment**

The director stated the center does not participate in field trips at this time.

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

Per director the center does not provide routine transportation.

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

Consultant observed infant sleeping position.

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

Criminal record checks were observed to be complete.

**Comment**

The director provided eight files for staff members hired since the previous visit was conducted on November 29, 2023. The consultant observed eight of eight newly hired staff members to have evidence of a current satisfactory comprehensive determination letter on file.

**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**

**Correction Deadline: 12/15/2023**

**Corrected on 7/26/2024**

**.32(4) - The previous citation was observed to be corrected. The consultant observed children under three group with appropriate age-group. Consultant discussed combining ages, variance emailed to director during the visit.**

**591-1-1-.32 Supervision(CR)****Met****Comment**

Staff observed to provide direct supervision and be attentive to children's needs.