



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: 10/29/2024 **VisitType:** Complaint Investigation & Monitoring Visit

Arrival: 8:20 AM **Departure:** 4:00 PM

CCLC-37208

Stepping Stone Montessori of Sugar Hill

65 Peachtree Industrial Boulevard Sugar Hill, GA 30518 Gwinnett County
(770) 614-4310 administrator@steppingstonemontessori.com

Regional Consultant

Amanda Schofield

Phone: (404) 463-3585

Fax:

amanda.schofield@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
10/29/2024	Complaint Investigation & Monitoring Visit	Good Standing	
08/21/2024	Complaint Closure	Good Standing	
08/21/2024	Complaint Investigation Follow Up	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	A/1L	Infants	2	3	C	11	C	NA	NA	Floor Play, Feeding, Diapering
Main	B/2L	One Year Olds	1	5	C	25	C	NA	NA	Circle Time, Breakfast
Main	C/3L	One Year Olds and Two Year Olds	3	9	C	17	C	NA	NA	Centers, Transitioning
Main	D/4L	One Year Olds and Two Year Olds	2	10	C	19	C	NA	NA	Centers, Transitioning
Main	E/1R	Three Year Olds and Four Year Olds and Five Year Olds	2	9	C	32	C	NA	NA	Transitioning, Centers
Main	F/2R	Three Year Olds and Four Year Olds and Five Year Olds	2	13	C	28	C	NA	NA	Centers, Transitioning
Main	G/3R	Three Year Olds and Four Year Olds and Five Year Olds	2	12	C	27	C	NA	NA	Centers, Transitioning
Main	H/4R		0	0	C	22	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 181						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 61			Total Capacity @35 sq. ft.: 181			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG/A/Front L	28	C
Main	PG/B/Back L	23	C
Main	PG/C/Right	52	C

Enrolled Children						
Under 1 years	1 years	2 years	3 years	4 years	5 years (Prekonly)	5 years and older
4	15	21	18	32	0	0

Comments

The purpose of this visit was to conduct a complaint investigation and monitoring visit. Staff 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.
- All amendments are required to be electronically entered in DECAL KOALA effective August 2, 2021.
- Consultant discussed variance application process and procedures. Consultant emailed Variance form during 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.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), do the following:

- 1) Log into DECAL KOALA 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 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 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)

N/A

Comment

Per director the 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)

Met

Comment

Center appears clean and well maintained.

Comment

Please ensure that all hazardous items and/or equipment (i.e., plastic bags, diaper wipes, etc.) are stored in a locked cabinet and/or container inaccessible to children at all times.

Comment

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

591-1-1-.25 Physical Plant-Structural/Mechanical

Technical Assistance

Technical Assistance

591-1-1-.25(1) - Please ensure to monitor ceiling tile to ensure there are no loose tile, repair as needed.

Correction Deadline: 10/29/2024

591-1-1-.26 Playgrounds(CR)

Met

Comment

Playground observed to be clean and in good repair.

Comment

Please monitor the playground area for the following hazardous items:

- Excessive tree branches growing through and around the fencing areas.
- Refluff/add resilient surface on the school age playground as needed.
- Ensure to hang adult size mops and brooms on the route to the playground area to avoid injuries from tripping and/or falling.

Director stated that the school age playground is not in use.

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

Consultant observed proper diapering and potty training procedures on this date.

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**

Consultant observed age-appropriate discussion and redirection on this date.

Comment

Consultant observed staff to maintain a positive learning environment on this date. Staff was observed to be attentive to children's needs on this date.

591-1-1-.36 Transportation(CR)**N/A****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 discussed with director that cribs mobile are prohibited for use.

Comment

Consultant observed cribs/cots labeled for individual use.

Staff Records**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 staff file for employee hired since last visit conducted August 21, 2024. Consultant observed staff to have a satisfactory comprehensive record checks electronically on this date.

591-1-1-.31 Staff(CR)**Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

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.

Comment

Please ensure that staff are in close proximity during mealtime, please ensure that staff are always seated with children three-years and under during mealtimes.