



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

Cover Sheet

Date: 7/18/2022 VisitType: Licensing Study

Arrival: 11:45 AM

Departure: 1:45 PM

CCLC-51464

Park Schools Montessori

3325 Washington Road East Point, GA 30344 Fulton County
(404) 228-2061 bernie@parkschools.org

Regional Consultant

Michelle Smith

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michelle.smith@dec.al.ga.gov

Mailing Address

3325 Washington Road
Atlanta, GA 30344

Quality Rated: ★ ★

<u>Compliance Zone Designation</u>			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.
07/18/2022	Complaint Investigation & Licensing Study	Good Standing	
08/16/2021	Licensing Study	Good Standing	
06/24/2021	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
Main	Room A	Infants and One Year Olds	2	8	C	12	C	NA	NA	Diapering,Floor Play,Nap
Main	Room B	Three Year Olds and Four Year Olds	1	10	C	16	C	NA	NA	Nap
Main	Room C	One Year Olds and Two Year Olds	2	12	C	29	C	NA	NA	Nap
Main	Room D		0	0	C	19	C	NA	NA	Not In Use
		Total Capacity @35 sq. ft.: 76			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Centers Request			
Total # Children this Date: 30		Total Capacity @35 sq. ft.: 76			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A	162	C

Comments

Two CRC citation were issued on July 27, 2022.
A one-day letter was issued on July 27, 2022.
A CRC video affidavit was issued on July 27, 2022.
CRC rules and regulations were discussed with the director on July 27, 2022.

Plan of Improvement: To Be Submitted 08/03/2022

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/RuleAndRegulations.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



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.state.ga.us for more information. Free technical assistance is available!

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)

Bernice Archie, Program Official

Date

Michelle Smith, Consultant

Date



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Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Findings Report

Date: 7/18/2022 **VisitType:** Licensing Study

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Departure: 1:45 PM

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The following information is associated with a Licensing Study Visit:

Activities and Equipment

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

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

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: 1

Child # 1	Met
Child # 2	Met
Child # 3	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-DOB Missing	
Child # 4	Met
Child # 5	Met

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 a review of records that child # 3 did not have a date of birth provided on the enrollment application.

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Correction Deadline: 7/18/2022

	Facility
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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)**Not Met**

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Correction Deadline: 4/16/2020

Corrected on 7/18/2022

.25(17) - Consultant observed the playground area to clear and free of ivy, weeds, and bushes.

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that there was one broken cabinet door on the diapering changing surface in Room B.

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Correction Deadline: 7/29/2022

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

Not Met

Technical Assistance

591-1-1-.26(8) - Consultant discussed with the program director to ensure that wood chips are fluffed and re distributed beneath the fall zones.

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Correction Deadline: 7/28/2022

Finding

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on consultant's observation that the following hazards on Playground A were found to be accessible to children:

- Large sticks throughout playground
- Pile of dirt near the far back right

In addition, please repair one broken glass window on the infant/toddler playground near the entrance and exit door.

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Correction Deadline: 7/29/2022

Recited on 7/18/2022

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR)

Technical Assistance

Technical Assistance

591-1-1-.10(4) - Consultant discussed with the center staff to ensure that the diapering changing surface is sanitized and disinfected appropriately.

Correction Deadline: 7/18/2022

Finding

591-1-1-.17(7)(a) requires washcloth handwashing be used only for infants when the infant is too heavy to hold or cannot stand safely and for children with special needs; requires that an individual washcloth be used only once for each child before laundering. It was determined based on observation that one baby did get their hands washed or cleaned with a baby wipe after diapering was completed.

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Correction Deadline: 7/18/2022

Technical Assistance

591-1-1-.17(8) - Consultant discussed with center director and staff to ensure that hand washing is completed before and after diapering children.

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Correction Deadline: 7/18/2022

591-1-1-.20 Medications(CR)**Not Met****Finding**

591-1-1-.20(1) requires Personnel to obtain specific written authorization from the child's physician or parent in order to dispense prescription or non-prescription medications, except for first aid. Such authorization will include when applicable, date; full name of the child; name of the medication; prescription number, if any; dosage; the dates to be given; the time of day to be dispensed; and signature of parent. It was determined based on review of record that one medication authorization form did not have the prescription number.

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Correction Deadline: 7/18/2022

Finding

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of records that one medication form did not indicate a time or date that the medicine was given.

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Correction Deadline: 7/18/2022

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**

Center does not participate in field trips at this time.

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

Per the director the center does not provide routine transportation.

Sleeping & Resting Equipment

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

Discussed SIDS and infant sleeping position.

Comment

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: 12**Records with Missing/Incomplete Components: 2**

Staff # 1

Met

Date of Hire: 08/14/2021

Staff # 2

Met

Date of Hire: 06/07/2022

Reminder - Health & Safety training is required within 90
calendar days of hired

Staff # 3

Met

Date of Hire: 07/08/2022

Reminder - Health & Safety training is required within 90
calendar days of hired

Staff # 4

Met

Date of Hire: 07/14/2022

Reminder - Health & Safety training is required within 90
calendar days of hired

Records Reviewed: 12**Records with Missing/Incomplete Components: 2**

Staff # 5 Date of Hire: 04/21/2022	Met
Staff # 6 Date of Hire: 06/02/2021	Met
Staff # 7 Date of Hire: 06/09/2021	Met
Staff # 8 <u>"Missing/Incomplete Components"</u> .09-Criminal Records Check Dissatisfied,.09-Criminal Records Check Missing	Not Met
Staff # 9 Date of Hire: 10/28/2020	Met
Staff # 10 Date of Hire: 03/08/2022	Met
Staff # 11 Date of Hire: 04/11/2022	Met
Staff # 12 Date of Hire: 02/07/2022 <u>"Missing/Incomplete Components"</u> .14(2)-First Aid Missing,.14(2)-CPR missing	Not Met

Staff Credentials Reviewed: 0

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)	Not Met
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Finding

591-1-1-.09(1)(a) requires that a Center 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. It was determined based on observation during the on site visit that staff # 8 was present in the kitchen area of the child care center cleaning the dishes without an submitted application for the issuance of a Satisfactory Comprehensive Criminal Records Check Determination. Staff # 8 stated the dish washing procedure.

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Correction Deadline: 7/18/2022

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on observation during the on site community visit that staff person # 8 was present in the kitchen area, washing the dishes without a satisfactory comprehensive criminal records determination letter issued by the Department.

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Correction Deadline: 7/18/2022

591-1-1-.33 Staff Training	Not Met
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Correction Deadline: 9/2/2021

Corrected on 7/18/2022

.33(2) - Consultant observed staff orientation documentation for all current staff.

Finding

591-1-1-.33(4) requires within the first year of employment, the Director and person with primary responsibility for food preparation shall have four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage. It was determined based on review of records that the program did have evidence of a cook or staff completing the four clock hours of food training.

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Correction Deadline: 8/17/2022

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 review of records that one staff hired October 28, 2020, did not have valid evidence of completing the 10- clock hours of annual training for 2021 as required.

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Correction Deadline: 8/17/2022

591-1-1-.31 Staff(CR)

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined on review of records that lead teacher credentials were not available upon request.

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Correction Deadline: 7/18/2022

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)

Met

Comment

Adequate supervision observed on this date.