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: 10/1/2024 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 2:30 PM

CCLC-1903
Medlock Bridge Montessori School
5815 Medlock Bridge Parkway Johns Creek, GA 30022 Fulton County
(770) 623-1965 7335@montessori.com

Regional Consultant
Shameka Dozier
Phone: (770) 857-7010
Fax: (770) 357-7009
shameka.dozier@decal.ga.gov

Mailing Address
Same

Quality Rated: No

Compliance Zone Designation		
10/01/2024	Licensing Study	Good Standing
06/24/2024	Complaint Closure	Good Standing
06/10/2024	Complaint Investigation Follow Up	Good Standing

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.

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: 2L-Yellow	Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	26	C	NA	NA	Centers
Main	B: 1R-Blue	Three Year Olds and Four Year Olds and Five Year Olds	2	20	C	28	C	NA	NA	Centers
Main	C: 2R-Purple	One Year Olds and Two Year Olds and Three Year Olds	2	10	C	28	C	NA	NA	Floor Play
Main	D: 3L-Green	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	18	C	26	C	NA	NA	Centers
Main	E: 1L-Red	One Year Olds and Two Year Olds	1	9	NC	17	C	24	C	Centers
		Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 132					
Total # Children this Date: 72		Total Capacity @35 sq. ft.: 125			Total Capacity @25 sq. ft.: 132					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A: Small Yard	12	C
Main	B: Concrete Between Yards	4	C
Main	C: Large Yard	197	C

Enrolled Children						
Under 1 years	**1 years**	**2 years**	**3 years**	**4 years**	**5 years (Prekony)**	**5 years and older**
0	3	25	28	20	0	3

Comments
The purpose of this visit was to conduct a licensing study visit and to follow up from previous visit. A one day letter and affidavit was left on this visit.

Plan of Improvement: Developed This Date 10/01/2024

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.decal.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 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 a1 855-800-7747 or qualityrated@decal.ga.gov **for more information. Free techincal 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-.03 Activities **Met**

Correction Deadline: 6/10/2024

Corrected on 10/1/2024
.03(9) - Previous citation of the staff allowing two-year-old children to push each other on the playground without redirecting or intervening was observed to be corrected on this date.

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
Center does not provide swimming activities.

Children's Records

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.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Technical Assistance**

Technical Assistance
591-1-1-.25(3) - Warm running water was discussed with the director on this date.

Correction Deadline: 10/1/2024

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

Comment
Playground observed to be clean and in good repair.

Food Service

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

Comment
Center menu meets USDA guidelines.

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(3) - Diaper changing surfaces were discussed with the director on this date.

Correction Deadline: 10/1/2024

591-1-1-.17 Hygiene(CR) **Technical Assistance**

Technical Assistance
591-1-1-.17(7) - Hand washing was discussed with the director on this date.

Correction Deadline: 10/1/2024

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

Comment
The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Technical Assistance**

Technical Assistance
591-1-1-.21(3) - Emergency drill forms were discussed with the director on this date.

Correction Deadline: 10/6/2024

Safety

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

Comment
Animals maintained clean and appropriately caged.

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
Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR) **N/A**

Comment
Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Technical Assistance
591-1-1-.30(1)(b)4 - Cot and mat covers were discussed with the director on this date.

Correction Deadline: 10/1/2024

Staff Records

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

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 that staff #6 with a hire date of September 1, 2024 did not submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will 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 as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure the CRC rules are maintained.

Correction Deadline: 10/1/2024

Finding
591-1-1-.09(1.)(b) requires the Center to ensure that every Director 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 Director 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 that staff #17 with a hire date of September 8, 2014 is listed as the director and did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while children were present

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will ensure that the Director 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 Director 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Correction Deadline: 10/1/2024

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 that staff #6 with a hire date of September 1, 2024 did not have a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while children were present.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will 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. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

Correction Deadline: 10/1/2024

Finding
591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on observation that staff #17 with a hire date of September 8, 2014 is listed as the director and had a Comprehensive Records Check that expired on July 8,2024.

POI (Plan of Improvement)
IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

Correction Deadline: 10/1/2024

591-1-1-.09 Criminal Records Check(CR) **Met**

Comment
Criminal records checks were observed to be complete.

591-1-1-.14 First Aid & CPR **Not Met**

Finding
591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined based on review of records that there was less than fifty percent (50%) of caregiver staff that successfully completed a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid.

POI (Plan of Improvement)
The Center Director and at least 50% of the caregiver Staff will complete the needed training. The Director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time and that evidence of successful completion of the training is on file available for inspection.

Correction Deadline: 10/31/2024

591-1-1-.24 Personnel Records **Not Met**

Finding
591-1-1-.24(1) requires the center to maintain a personnel file on the Director, all Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance, and other Support Staff for the duration of the term of employment plus one calendar year, and it shall contain the following: identifying information to include: name, date of birth, social security number, current address and current telephone number; employment history; as applicable to the position held: evidence of education and qualifying work experience; evidence of all training required by these rules which shall include: title of training, date of training, trainer's signature, location of training and number of clock hours obtained; a statement completed by the staff member that the information provided is true and accurate; any other records required by these rules; and as applicable to the position held, evidence of required orientation including date and signature of person providing the orientation; It was determined based on review of records that eight of eighteen staff files were missing identifying information such as an application, evidence of education, qualifying work experience, and evidence of required orientation.

POI (Plan of Improvement)
The Center will secure required information for all Personnel. The Center will ensure that complete information is in the personnel file for all Directors, Employees, Provisional Employees, Personnel, Staff, Students-in-Training, Volunteers, Clerical, Housekeeping, Maintenance and other Support Staff.

Correction Deadline: 10/18/2024

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

Technical Assistance
591-1-1-.33(4) - Food preparation training was discussed with the director on this date.

Correction Deadline: 10/31/2024

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 based on review of records that staff #2, #10, #13, and #15 are lead teachers and did not meet minimum academic requirements. Per the Assistant Director, staff did not possess lead teacher credentials.

POI (Plan of Improvement)
A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 10/1/2024

Technical Assistance
591-1-1-.31(2)(b)3.(iii) - Professional development plan was discussed with the director on this date.

Correction Deadline: 10/1/2024

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) **Not Met**

Finding
591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20;and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on observation that the Red classroom had one staff member to nine children with the youngest age group being one- year-olds when the requirement is 2:9.

POI (Plan of Improvement)
The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 10/1/2024

Finding
591-1-1-.32(4) requires that children under three years old be housed in separate physical areas from older children and cannot be mixed with older children except at specified times and circumstances. It was determined based on observation in the Purple classroom had eight two-year-olds housed with children three and over. It was also observed that the Yellow classroom had three (two-year-olds) housed with children three and over.

POI (Plan of Improvement)
The Center will maintain separation of these children under three years old.

Correction Deadline: 10/1/2024

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

Comment
Adequate supervision observed on this date.