



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: 2/7/2024 **VisitType:** Licensing Study

Arrival: 9:45 AM **Departure:** 5:30 PM

CCLC-35493

Montessori Academy at Sharon Springs

2830 Old Atlanta Road Cumming, GA 30041 Forsyth County
(770) 205-6277 lcarotenuto@montessoriacademygeorgia.com

Regional Consultant

Amanda Schofield

Phone: (404) 463-3585

Fax:

amanda.schofield@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.
02/07/2024	Licensing Study	Good Standing	
07/27/2023	Monitoring Visit	Good Standing	
06/01/2023	Incident 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 1st Left Blue	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	20	C	30	C	NA	NA	Centers
Main	B 2nd Left Green	Three Year Olds and Four Year Olds and Five Year Olds	2	22	C	30	C	NA	NA	Circle Time,Centers
Main	C 3rd Left Mint	Three Year Olds and Four Year Olds and Five Year Olds	2	20	C	30	C	NA	NA	Circle Time,Outside
Main	D 1st right Daisy	One Year Olds and Two Year Olds	3	10	C	31	C	NA	NA	Outside,Transiti oning
Main	E 2nd Right Tulip	One Year Olds and Two Year Olds and Three Year Olds	3	12	C	30	C	NA	NA	Lunch
Main	F 3rd Rt Yellow	Three Year Olds and Four Year Olds and Five Year Olds	3	22	C	30	C	NA	NA	Centers,Outside
Total Capacity @35 sq. ft.: 181			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 106			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	PG Front Rt Elemntary	13	C

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 Field Trip form to begin using immediately.

Consultant left instructions for Foreign Credentials along with a copy of a Professional Learning Plan.

Consultant left a Variance/waiver form with Director.

A One-day letter and the Video Affidavit was left with the Director.

Plan of Improvement: Developed This Date 02/07/2024

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 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 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 on this date.

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 completed and well organized.

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)

Technical Assistance

Technical Assistance

591-1-1.25 - Please ensure that all hazardous items and/or equipment (i.e., creams, brooms, diaper wipes, etc.) are stored in a locked cabinet and/or container inaccessible to children at all times.

Comment

Center appears clean and well maintained.

Technical Assistance

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

- Normal wear and tear of the fence surrounding the playground areas.
- Monitor tree branches hanging over the playground areas, to prevent injuries from fallen branches.
- Monitor outside carpet for rolled or frayed edges, to prevent injuries of tripping.

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

Center menu met USDA guidelines.

591-1-1-.18 Kitchen Operations**Technical Assistance****Technical Assistance**

591-1-1-.18 - Parents provide meals for children. Consultant discussed with the Director the policies and procedure for ensuring parents adhere to the USDA guidelines.

Comment

Kitchen appears clean and well organized.

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

Staff stated proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

The Provider currently does not dispense/administer medication.

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

Consultant observed two Finches in classroom F, the birds were observed to be maintained and appropriately caged on this date.

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)**Not Met****Technical Assistance**

591-1-1-.13 - Please ensure when conducting or planning on conducting transportation or field trips, please remember that the transportation training certificates must be completed prior to participating in transportation and renewed every two years for anyone checking the vehicle, chaperoning on a trip, and signing the checklist, including the director.

Finding

591-1-1-.13(1) requires Center Staff to notify Parents in advance of a child's participation in any field trip with a notice that includes the name and address of the trip destination, the date of the trip, time of departure and estimated arrival time back at the Center. It was determined based on a review of records that 10 children transported on a field trip on January 26, 2024, did not have Transportation Agreements or Vehicle Emergency Information on file on this date.

POI (Plan of Improvement)

The Center will add any missing items to the field trip notice and train Center Staff to complete all of the information on the correct form, and will have a system to ensure parents are notified in advance and to monitor usage of the field trip notice.

Correction Deadline: 2/7/2024

591-1-1-.36 Transportation(CR)**Met****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 - Consultant discussed with the Director to please ensure to check cots for normal wear and tear and replace when needed.

Comment

Consultant observed cots labeled for individual use.

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 a review of records that staff member #38, date of hire July 3, 2023 did not have a Comprehensive Record Check electronically. Staff was observed to have a Criminal Records Check letter on file. Staff member has not been on premises since January 2, 2024.

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: 2/7/2024

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 a review of records that staff member #38, date of hire July 3, 2023 did not have a Comprehensive Record Check electronically. Staff was observed to have a Criminal Records Check letter on file. Staff member has not been on premises since January 2, 2024.

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Correction Deadline: 2/7/2024

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

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training**Not Met****Finding**

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on a review of records that staff members # 30, date of hire January 6, 2018, staff member # 52, date of hire April 16, 2021, and staff member # 57, date of hire August 1, 2018 did not have evidence of Health and Safety Orientation training on file.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 3/8/2024

591-1-1-.31 Staff(CR)**Technical Assistance****Technical Assistance**

591-1-1-.31 - Please ensure that all Foreign Credentials are verified through GA PSC.

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

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