



**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: 12/7/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 11:00 AM

CCLC-35240

Primrose School of Five Forks

3030 River Dr. Lawrenceville, GA 30044 Gwinnett County
(770) 985-0028 Gilbenjamin@att.net

Regional Consultant

Beth Holland

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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.
12/07/2021	Licensing Study	Good Standing	
06/02/2021	Monitoring Visit	Good Standing	
12/08/2020	Licensing Study	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	One Year Olds	2	12	C	12	C	NA	NA	Floor Play
Main	B/2L	Two Year Olds	3	14	C	20	C	NA	NA	Centers
Main	C/3L	Two Year Olds	2	14	C	22	C	NA	NA	Centers
Main	D/4L	Three Year Olds	2	15	C	20	C	NA	NA	Outside
Main	E/5L	Three Year Olds	2	12	C	20	C	NA	NA	Transitioning
Main	F/1R	Infants	3	11	C	11	C	NA	NA	Feeding, Floor Play, Diapering
Main	F/1R Back	Infants	1	4	C	11	C	NA	NA	Feeding, Diapering
Main	G/2R	Four Year Olds	2	20	C	21	C	NA	NA	Centers
Main	H/3R	Four Year Olds	1	17	C	20	C	NA	NA	Centers
Main	I/4R	Three Year Olds and Four Year Olds	2	15	C	22	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 179

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 134

Total Capacity @35 sq. ft.: 179

Total Capacity @25 sq. ft.: 0


Building	Playground	Playground Occupancy	Playground Compliance
Main	A/R Font/Patch	16	C
Main	B/R Rear	53	C
Main	C/L Front	25	C
Main	D/L Rear	38	C

Comments

An Administrative Review was conducted on December 7, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on December 7, 2021 with the director. An in-person visit was not conducted due to the COVID-19 pandemic.



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

Important New Deadlines:

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
 Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

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), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

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)

Jeanne Vanemburgh, Program Official

Date

Beth Holland, Consultant

Date



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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)**Met****Comment**

Center does not provide swimming activities.

Children's Records**Records Reviewed: 4****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

591-1-1-.08 Children's Records**Met****Comment**

Records were observed to be complete 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) **Met**

Comment

A virtual visit was conducted due to the Covid-19 pandemic. The provider will identify all hazardous items and keep them in a locked area inaccessible to children.

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

Comment

Please ensure to monitor the playground areas for the following hazards:

- Normal wear and tear of playground equipment and toys
- Potential entrapment hazards in the fence surrounding the playground area.
- Biting and/or stinging insects (i.e. ants, bees, etc.).
- Loose and/or weak tree branches surrounding the playground area.
- Standing water in and around playground equipment after inclement weather.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Staff stated proper hand washing procedures.

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

Comment

Documentation for medication dispensing observed complete.

Policies and Procedures

591-1-1-.29 Required Reporting **Met**

Comment

Thank you for reporting as required.

Safety

591-1-1-.11 Discipline(CR) **Met**

Comment

Staff were observed to maintain a positive learning environment on this date.

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

Comment

Complete documentation of transportation observed.

Tag PFE7679 inspected 1/2/2020

Tag PFE7685 inspected 1/2/2020

Tag RMP9738 inspected 1/2/2020

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Staff Records

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 09/01/2012	
Staff # 2	Met
Date of Hire: 11/11/2019	
Staff # 3	Met
Date of Hire: 01/04/2016	
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met
Date of Hire: 07/20/2020	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Met
Date of Hire: 10/05/1999	
Staff # 13	Met
Date of Hire: 09/24/2008	
Staff # 14	Met
Date of Hire: 10/24/2005	
Staff # 15	Met
Staff # 16	Met

Records Reviewed: 28

Records with Missing/Incomplete Components: 0

Staff # 17	Met
Staff # 18	Met
Staff # 19	Met
Date of Hire: 02/21/2017	
Staff # 20	Met
Staff # 21	Met
Staff # 22	Met
Date of Hire: 06/03/2019	
Staff # 23	Met
Date of Hire: 01/13/2020	
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Met
Staff # 28	Met

Staff Credentials Reviewed: 1

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

Comment

Director provided nine files for employees hired since last visit on June 2, 2021. All employees had evidence of a satisfactory criminal background check.

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

Comment

Evidence observed of 100% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training **Met**

Comment

Documentation observed of required staff training.

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**

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

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