



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: 2/9/2022 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 11:00 AM

CCLC-18207

Oak Grove Montessori School

180 Oak Grove Road Carrollton, GA 30117 Carroll County
 (770) 214-0112 ogmoffice@gmail.com

Regional Consultant

Tomekia Hudson

Phone: (770) 544-5978

Fax: (770) 544-5980

tomekia.hudson@decal.ga.gov

Mailing Address
 Same

Quality Rated: No

<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.
02/09/2022	Licensing Study	Good Standing	
07/15/2021	Monitoring Visit	Good Standing	
04/14/2021	Incident Investigation by Phone	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
Building 1	Center Back Left	Infants and One Year Olds	2	2	C	17	C	NA	NA	Floor Play, Feeding
Building 1	Center Bk Right	Infants	2	1	C	24	C	NA	NA	Floor Play
Building 1	Rm.C-1st Right		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.: 51			Total Capacity @25 sq. ft.: 0							
Building 2	2A-Rm. F	One Year Olds and Two Year Olds and Three Year Olds	2	10	C	26	C	NA	NA	Circle Time
Building 2	2A-Rm.G	One Year Olds and Two Year Olds and Three Year Olds	2	10	C	27	C	NA	NA	Circle Time
Building 2	2B-Rm.H	One Year Olds and Two Year Olds and Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	4	27	C	53	C	NA	NA	Transitioning, Centers, Circle Time
Total Capacity @35 sq. ft.: 106			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 50			Total Capacity @35 sq. ft.: 157			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
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Comments

The Consultant completed exit conference by phone and a copy of Licensing Study visit report was electronically emailed to the Program.

Plan of Improvement: Developed This Date 02/09/2022

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/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)

Courtney Hyde, Program Official

Date

Tomekia Hudson, 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: 5

Records with Missing/Incomplete Components: 0

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

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
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Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR)	Met
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Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)	Met
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Comment

Center appears clean and well maintained.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. A virtual walk through of the playground was conducted and not hazards were observed. Please ensure the playground is inspected daily to ensure no hazards are present.

Food Service

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

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations	Met
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Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

A Virtual Visit was conducted due to COVID-19 pandemic. Proper diapering procedure was not directly observed during the virtual walk through. Regulations regarding proper diapering procedures were discussed with the Provider on this date.

Comment

Staff state proper knowledge of diapering procedures.

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

Staff were observed to remind children to wash hands.

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

Documentation for medication dispensing observed complete.

Organization

591-1-1-.16 Governing Body & License**Not Met****Finding**

591-1-1-.16(f) requires the Center to submit an application for an amended License at least 30 days prior to a change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined based on observation that the center was using a classroom prior to submitting an amendment to change the licensed capacity.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 2/21/2022

Policies and Procedures**591-1-1-.27 Posted Notices****Met****Comment**

Observed all required posted notices.

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

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

Pleasant naptime environment observed.

Staff Records**Records Reviewed: 39****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 07/05/2021

Staff # 2	Met
Date of Hire: 12/04/2020	
Staff # 3	Met
Date of Hire: 08/11/2021	
Staff # 4	Met
Date of Hire: 10/29/2021	
Staff # 5	Met
Date of Hire: 11/15/2021	
Staff # 6	Met
Date of Hire: 11/25/2016	
Staff # 7	Met
Date of Hire: 01/14/2021	
Staff # 8	Met
Date of Hire: 07/23/2021	
Staff # 9	Met
Date of Hire: 10/23/2019	
Staff # 10	Met
Date of Hire: 07/05/2021	
Staff # 11	Met
Date of Hire: 06/12/2006	
Staff # 12	Met
Date of Hire: 07/13/2021	
Staff # 13	Met
Date of Hire: 07/12/2021	
Staff # 14	Met
Date of Hire: 06/10/2019	
Staff # 15	Met
Date of Hire: 12/16/2020	
Staff # 16	Met
Date of Hire: 09/13/2021	

Staff # 17 Date of Hire: 12/18/2019	Met
Staff # 18 Date of Hire: 09/15/2021	Met
Staff # 19 Date of Hire: 03/15/2019	Met
Staff # 20 Date of Hire: 06/25/2021	Met
Staff # 21 Date of Hire: 12/15/2016	Met
Staff # 22 Date of Hire: 06/14/2021	Met
Staff # 23 Date of Hire: 05/19/2020	Met
Staff # 24 Date of Hire: 06/28/2021	Met
Staff # 25 Date of Hire: 01/13/2020	Met
Staff # 26 Date of Hire: 01/07/2017	Met
Staff # 27 Date of Hire: 02/08/2021	Met
Staff # 28 Date of Hire: 11/29/2016	Met
Staff # 29 Date of Hire: 01/22/2020	Met
Staff # 30 Date of Hire: 06/28/2021	Met
Staff # 31 Date of Hire: 08/07/2018	Met

Staff # 32	Met
Date of Hire: 08/02/2021	
Staff # 33	Met
Date of Hire: 11/25/2016	
Staff # 34	Met
Date of Hire: 01/15/2020	
Staff # 35	Met
Date of Hire: 08/20/2020	
Staff # 36	Met
Date of Hire: 10/25/2021	
Staff # 37	Met
Date of Hire: 11/11/2021	
Staff # 38	Met
Date of Hire: 07/14/2021	
Staff # 39	Met
Date of Hire: 01/03/2020	

Staff Credentials Reviewed: 11

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

Director provided ten files for employees hired since last visit.

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

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

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

Documentation observed of required staff training.

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

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)	Met
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Comment

Center observed to maintain appropriate staff:child ratios.

Comment

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