



**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: 9/24/2021 **VisitType:** Licensing Study

Arrival: 10:00 AM

Departure: 2:00 PM

CCLC-3415

Athens Montessori School Day Care Program

3145 Barnett Shoals Road Athens, GA 30605 Clarke County
(706) 549-8490 info@athensmontessori.com

Regional Consultant

Kelly Jones

Phone: (770) 357-7062

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kelly.jones@dec.al.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.
09/24/2021	Licensing Study	Good Standing	
03/16/2021	Licensing Study	Good Standing	
09/11/2020	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	
Building A	Left		0	0	C	34	C	NA	NA	Not In Use	
Building A	Right	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	17	C	34	C	NA	NA	Snack	
Total Capacity @35 sq. ft.:			68			Total Capacity @25 sq. ft.:			0		
Building B	Left		0	0	C	18	C	NA	NA	Not In Use	
Building B	Middle	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	17	C	27	C	NA	NA	Transitioning, Circle Time, Outside	
Building B	Right		0	0	C	21	C	NA	NA	Not In Use	
Total Capacity @35 sq. ft.:			66			Total Capacity @25 sq. ft.:			0		
Building C	Left		0	0	C	34	C	NA	NA		
Building C	Right	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	18	C	33	C	NA	NA	Outside, Transitioning	
Total Capacity @35 sq. ft.:			67			Total Capacity @25 sq. ft.:			0		
Total # Children this Date:			52			Total Capacity @35 sq. ft.:			201		
						Total Capacity @25 sq. ft.:			0		


Building	Playground	Playground Occupancy	Playground Compliance
Building B	Rainbow Playground Main	237	C
Building C	Playground C	57	C

Comments

An Administrative Review was conducted on September 22, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on September 24, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic.



Plan of Improvement: Developed This Date 09/24/2021

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)

Warren McPherson, Program Official

Date

Kelly Jones, 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.

Comment

Discussed rotating toys to support the procedures of daily disinfecting. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during the virtual walk through on this date.

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: 7

Records with Missing/Incomplete Components: 0

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

Child # 6

Met

Child # 7

Met

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(6) requires the Center to maintain records of a child's daily arrival and departure for the twelve (12) preceding months that the Parent or person(s) authorized by the Parent documents, in written or electronic format, each time the Parent or authorized person drops off and picks up the child. The documentation shall include at least the date, the child's name, the arrival and departure times, and the signature or initials of the Parent or authorized person at the time of arrival and departure. These records shall be made available to the Department in printed or written form upon request. It was determined based on a review of records that the sign in and out forms were missing times and signatures on this date.

POI (Plan of Improvement)

The Center will maintain arrival and departure records as required, will ensure the documentation includes all of the required information, and will provide the records to the Department when requested.

Correction Deadline: 9/24/2021

Facility

591-1-1-.06 Bathrooms

Met

Comment

Please monitor bathrooms for necessary supplies.

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

No hazards observed accessible to children on this date.

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - Discussed maintenance of resilient surface. Please fluff and redistribute. due to rain.

Comment

The outside area appears clean and well maintained. Consultant discussed monitoring the playground and fence surrounding the playground area for normal wear and tear (i.e. exposed roots, active ant beds, resilient surface levels, entrapment hazards, etc.) with the director on this date. Consultant also discussed with the director to ensure to monitor the wooden play structures for wear and tear.

Food Service

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

Met

Comment

Center menu meets USDA guidelines.

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

Children provide meals from home. Meals not prepared in the facility.

Health and Hygiene

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

No children enrolled who require diapering.

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

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR)**Met****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(1)(p) - Director discussed with the new director to ensure to review the Emergency Preparedness Plan frequently and update as needed.

Correction Deadline: 9/29/2021**Technical Assistance**

591-1-1-.21(3) - Consultant discussed Emergency drills with the director and documentation regarding COVID-19.

591-1-1-.27 Posted Notices**Met****Comment**

Observed all required posted notices.

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

Discussed reporting requirements.

Safety

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

Animals maintained clean and appropriately caged.

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

Age-appropriate discussion and/or redirection observed.

Comment

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

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**

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****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: 35**Records with Missing/Incomplete Components: 0**

Staff # 1 Met

Staff # 2 Met

Date of Hire: 07/17/2018

Staff # 3 Met

Date of Hire: 08/11/2021

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

Staff # 4 Met

Date of Hire: 01/08/2004

Staff # 5 Met

Date of Hire: 08/01/2001

Staff # 6 Met

Date of Hire: 10/15/2019

Staff # 7 Met

Date of Hire: 08/08/2018

Staff # 8 Met

Date of Hire: 08/01/2004

Staff # 9 Met

Date of Hire: 06/05/2019

Staff # 10 Met

Date of Hire: 06/30/2016

Staff # 11 Met

Staff # 12	Met
Date of Hire: 04/16/2021	
Staff # 13	Met
Date of Hire: 08/23/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 14	Met
Date of Hire: 08/01/2018	
Staff # 15	Met
Date of Hire: 01/14/2016	
Staff # 16	Met
Date of Hire: 08/01/2004	
Staff # 17	Met
Date of Hire: 08/30/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 18	Met
Date of Hire: 08/01/1980	
Staff # 19	Met
Date of Hire: 08/01/1978	
Staff # 20	Met
Date of Hire: 08/01/1990	
Staff # 21	Met
Date of Hire: 08/01/1979	
Staff # 22	Met
Date of Hire: 08/30/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 23	Met
Date of Hire: 07/26/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 24	Met
Date of Hire: 08/01/2008	
Staff # 25	Met
Date of Hire: 08/01/2014	
Staff # 26	Met

Records Reviewed: 35**Records with Missing/Incomplete Components: 0**

Date of Hire: 08/13/2021

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

Staff # 27

Met

Date of Hire: 10/23/2016

Staff # 28

Met

Date of Hire: 08/01/2014

Staff # 29

Met

Date of Hire: 08/01/2013

Staff # 30

Met

Date of Hire: 07/01/2019

Staff # 31

Met

Date of Hire: 08/02/2019

Staff # 32

Met

Date of Hire: 08/02/2021

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

Staff # 33

Met

Date of Hire: 08/01/2008

Staff # 34

Met

Date of Hire: 08/10/2021

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

Staff # 35

Met

Date of Hire: 01/19/2021

Staff Credentials Reviewed: 6**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

35 of 35 Criminal record checks were observed to be complete.

Comment

Director provided eight file(s) for employees hired since last visit March 16, 2021.

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

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

Comment

Please replace/add missing/expired item(s) in first aid kit(s).

Correction Deadline: 4/15/2021**Corrected on 9/24/2021****.14(1) - The previous citation was observed to be corrected. 100% of qualifying staff had evidence of current CPR/first aid training on file.**

Comment

Documentation observed of required staff training.

Correction Deadline: 4/15/2021

Corrected on 9/24/2021

.33(3) - The previous citation was observed to be corrected on this date. All qualifying staff had evidence of the health and safety orientation on file with the department.

Technical Assistance

591-1-1-.33(4) - Discussed with the new director the requirements 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

Correction Deadline: 10/24/2021

591-1-1-.31 Staff(CR)**Not Met****Comment**

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

Comment

Staff observed to be compliant with applicable laws and regulations.

Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on a review of records that the new director didn't have evidence of the qualifying credential on file required by the department on this date.

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation. Consultant discussed with the director the pairing of the 40 hr. director training and another qualifying credential.

Correction Deadline: 12/31/2021

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. Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.