



**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:** 6/3/2022    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 9:55 AM

**CCLC-46437**

**Primrose School of Alpharetta**

315 Henderson Parkway Alpharetta, GA 30004 Fulton County  
 (770) 664-7508 irina@primrosealpharetta.com

**Regional Consultant**

LaToya Longshore

Phone: (470) 542-7388

Fax: (404) 478-8102

latoya.longshore@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - 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.
06/03/2022	Licensing Study	Good Standing	
04/06/2022	Incident Investigation Closure	Good Standing	
03/11/2022	Incident Investigation & Follow Up	Good Standing	

**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-1R	Infants	3	14	C	27	C	NA	NA	Feeding, Floor Play
Main	B1-1L	One Year Olds	2	7	C	11	C	NA	NA	Snack
Main	B2-2L	One Year Olds	2	10	C	15	C	NA	NA	Snack
Main	C1-3L	Two Year Olds	2	14	C	19	C	NA	NA	Circle Time
Main	C2-4L	Two Year Olds	2	11	C	19	C	26	C	Transitioning
Main	D1-2R	Four Year Olds	1	14	C	22	C	31	C	Centers
Main	D2-3R	Four Year Olds	2	13	C	22	C	31	C	Centers
Main	E1-5L	Three Year Olds	2	19	C	20	C	29	C	Centers
Main	E2-4R	Six Year Olds and Over	1	23	NC	20	NC	29	C	Centers
Total Capacity @35 sq. ft.: 175					Total Capacity @25 sq. ft.: 218					
Total # Children this Date: 125			Total Capacity @35 sq. ft.: 175			Total Capacity @25 sq. ft.: 218				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground A-Front Room Right	9	C
Main	Playground B-Back Room Right	33	C
Main	Playground C-Back Room Left	46	C
Main	Playground D-Left Middle	45	C

**Comments**

A Licensing Study was conducted on June 3, 2022. Staff files, Training, Transportation, and Comprehensive Records Check files were reviewed.

Plan of Improvement: Developed This Date 06/03/2022

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/RuleAndRegulations.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 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 1 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us) for more information. Free technical assistance is available!**

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](http://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)

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Amanda Coffman, Program Official

Date

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LaToya Longshore, 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.

**Facility**

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

**Comment**

Licensed capacity observed to be routinely met by center.

**Finding**

591-1-1-.19(1) requires a Center to provide 35 square feet of usable space per child, which will determine the Center's License capacity. It was determined based on observation in Classroom E2 (Summer Camp), there were 23 children observed with one teacher which is three children over the maximum capacity of 20.

**POI (Plan of Improvement)**

The Center will limit the number of children in this space to the licensed capacity.

**Correction Deadline: 6/3/2022**

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

**Comment**

No hazards observed accessible to children on this date.

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

**Comment**

Playground observed to be clean and in good repair.

## 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

Please ensure lids remain on trash containing organic waste.

### 591-1-1-.20 Medications(CR)

Met

#### Comment

The Provider currently does not dispense/administer medication.

## Safety

### 591-1-1-.05 Animals

Met

#### Comment

Center does not keep animals on premises.

### 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)

Met

#### Comment

Field trip documentation observed to be complete.

### 591-1-1-.36 Transportation(CR)

Met

#### Comment

Complete documentation of transportation observed.

## 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: 31

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Staff # 2

Met

Date of Hire: 10/03/2016

Staff # 3

Met

Date of Hire: 07/29/2021

Staff # 4

Met

Date of Hire: 09/01/2008

Staff # 5 Met

Date of Hire: 07/26/2021

Staff # 6 Met

Date of Hire: 08/06/2009

Staff # 7 Met

Date of Hire: 06/07/2021

Staff # 8 Met

Date of Hire: 08/02/2021

Staff # 9 Met

Staff # 10 Met

Date of Hire: 05/11/2021

Staff # 11 Met

Staff # 12 Met

Staff # 13 Met

Staff # 14 Met

Date of Hire: 07/02/2004

Staff # 15 Met

Date of Hire: 09/13/2021

Staff # 16 Met

Date of Hire: 10/02/2014

Staff # 17 Met

Date of Hire: 11/18/2013

Staff # 18 Met

Staff # 19 Met

Staff # 20 Met

Staff # 21 Met

Staff # 22 Met

Staff # 23 Met

**Records Reviewed: 31**

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

Date of Hire: 08/02/2021

Staff # 24 Met

Staff # 25 Met

Date of Hire: 10/13/2021

Staff # 26 Met

Staff # 27 Met

Date of Hire: 12/13/1990

Staff # 28 Met

Staff # 29 Met

Staff # 30 Met

Date of Hire: 11/22/2002

Staff # 31 Met

Date of Hire: 10/18/2021

**Staff Credentials Reviewed: 3**

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

**Comment**

Criminal record checks were observed to be complete.

**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.