



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: 3/2/2022 **VisitType:** Monitoring Visit **Arrival:** 10:45 AM **Departure:** 11:45 AM

CCLC-2519

Sugarloaf Montessori School

2270 Meadow Church Road Duluth, GA 30097 Gwinnett County
 (678) 473-0079 MWHLEY@MONTESSORI.COM

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@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.
03/02/2022	Monitoring Visit	Good Standing	
08/05/2021	Licensing Study	Good Standing	
01/07/2021	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
Main	A-Left Hall-front		0	0	C	26	C	NA	NA	Not In Use
Main	B-left hall-rear	One Year Olds and Two Year Olds	2	13	C	27	C	NA	NA	Outside
Main	C-right hall-1R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	17	C	27	C	NA	NA	Circle Time
Main	D-right hall-2R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	16	C	27	C	NA	NA	Circle Time
Main	E-right hall-1L	Two Year Olds and Three Year Olds	2	12	C	27	C	NA	NA	Circle Time
Main	F-right hall-2L	Three Year Olds and Four Year Olds and Five Year Olds	2	17	C	27	C	NA	NA	Outside
		Total Capacity @35 sq. ft.: 156			Total Capacity @25 sq. ft.: 0		Building @35 capacity limited by Fire Marshall Limitations			
Total # Children this Date: 75		Total Capacity @35 sq. ft.: 156			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	178	C
Main	Toddler	15	C

Comments

The purpose of today's visit was to conduct a monitoring visit.

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 855-800-7747 or 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 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)

Michelle Whaley, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Please ensure that each classroom has a posted daily schedule with developmentally appropriate activities to promote social, emotional, physical, cognitive, language and literacy growth.

Correction Deadline: 3/2/2022

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

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.

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

Center appears clean and well maintained.

Comment

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

Technical Assistance

591-1-1-.26 - 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.
- Fluff and redistribute resilient surface as needed.
- Exposed tree roots
- Potential tripping hazards

Comment

Trees located on the site or that encroach onto the site from adjacent properties may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk.

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

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decalfga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

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 that all handwashing sinks have warm running water.

Comment

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Organization

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 classroom 1L was being used as a diapering classroom prior to an amendment being submitted.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted within ten business days.

Correction Deadline: 3/2/2022

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

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. Please ensure all sheets are in good repair.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 07/28/2017	
Staff # 2	Met
Date of Hire: 04/06/2021	
Staff # 3	Met
Date of Hire: 10/04/2021	
Staff # 4	Met
Date of Hire: 08/15/2019	
Staff # 5	Met
Date of Hire: 08/12/2020	

Records Reviewed: 14**Records with Missing/Incomplete Components: 0**

Staff # 6	Met
Date of Hire: 11/08/2018	
Staff # 7	Met
Date of Hire: 07/26/2021	
Staff # 8	Met
Date of Hire: 08/23/2021	
Staff # 9	Met
Staff # 10	Met
Date of Hire: 03/10/2006	
Staff # 11	Met
Date of Hire: 09/30/2020	
Staff # 12	Met
Date of Hire: 09/20/2021	
Staff # 13	Met
Date of Hire: 08/20/1999	
Staff # 14	Met
Date of Hire: 12/17/2007	

Staff Credentials Reviewed: 5

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)	Met
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Correction Deadline: 8/5/2021**Corrected on 3/2/2022****.09(1)(a) - The consultant observed the previous citation to be corrected in that the consultant observed all staff members to have evidence of a satisfactory comprehensive record check determination letter.****Correction Deadline: 8/5/2021****Corrected on 3/2/2022****.09(1)(c) - The consultant observed the previous citation to be corrected in that the consultant observed all staff members to have evidence of a satisfactory comprehensive record check determination letter.**

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

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR)**Met****Comment**

Discussed combining children of mixed ages.

Comment

591-1-1-.32(7) - Please ensure that staff members are attentive and participating with all children during mealtimes and shall be seated within an arms length away from children 36-months of age and younger.

Correction Deadline: 3/2/2022