



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: 1/12/2022 **VisitType:** Licensing Study **Arrival:** 9:30 AM **Departure:** 11:00 AM

CCLC-766

Primrose School at Peachtree Corners

6325 Primrose Hill Court Peachtree Corners, GA 30092 Gwinnett County
 (770) 409-8732 s.edwards@primrosepeachtreecorners.com

Mailing Address
 Same

Regional Consultant

Leena Mitchell

Phone: (706) 433-7111

Fax: (706) 310-6944

leena.mitchell@dec.al.ga.gov

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. |
|------------------------------------|----------------------------------|---------------|--|
| 01/12/2022 | Licensing Study | Good Standing | |
| 08/26/2021 | Complaint Investigation by Phone | Good Standing | |
| 07/29/2021 | 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 | 1L - Early Preschool | Two Year Olds | 3 | 19 | C | 20 | C | NA | NA | Circle Time |
| Main | 1R - Older Infant | Infants | 4 | 13 | C | 21 | C | NA | NA | Floor Play |
| Main | 2L - Preschool 1 | Two Year Olds | 3 | 17 | C | 21 | C | NA | NA | Circle Time |
| Main | 2R - Private PreK | Four Year Olds | 3 | 22 | C | 23 | C | NA | NA | Circle Time |
| Main | 3L - Preschool 2 | Three Year Olds | 2 | 18 | C | 19 | C | NA | NA | Music, Transitioning |
| Main | 3R - Private Kindergarten | | 0 | 0 | C | 18 | C | NA | NA | Not In Use |
| Main | Left Hallway Infant | | 0 | 0 | C | 7 | C | NA | NA | Not In Use |
| Main | Left Hallway Toddler A | One Year Olds | 2 | 10 | C | 14 | C | NA | NA | Circle Time |
| Main | Left Hallway Toddler B | One Year Olds | 3 | 15 | C | 18 | C | NA | NA | Circle Time |

Total Capacity @35 sq. ft.: 161

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 114

Total Capacity @35 sq. ft.: 161

Total Capacity @25 sq. ft.: 0

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main | Playground A | 16 | C |
| Main | Playground B | 24 | C |
| Main | Playground C | 36 | C |
| Main | Playground D | 44 | C |

Comments

An Administrative Review was conducted on January 11, 2022. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on January 12, 2022 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)

Mary Petrush, Program Official

Date

Leena Mitchell, Consultant

Date



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Findings Report

Date: 1/12/2022 **VisitType:** Licensing Study

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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 virtual walk through was conducted on this date due to the COVID-19 pandemic. Upon the virtual walk through, a variety of equipment was observed to be clean, properly secured, and in good repair.

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 |
|------------------------------|------------|

Comment

Bathrooms observed to be clean and well maintained.

| | |
|---|------------|
| 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 walk through was conducted on this date due to the COVID-19 pandemic. The center appeared to be clean, well maintained, and safe from hazardous condition upon virtual walk through.

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

Comment

Playground observed to be clean and in good repair.

| | |
|--|---------------------|
| | Food Service |
|--|---------------------|

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

Comment

Center menu meets USDA guidelines.

Comment

Please ensure that infant feeding forms are updated regularly.

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

Comment

Kitchen appears clean and well organized.

| | |
|--|---------------------------|
| | Health and Hygiene |
|--|---------------------------|

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

Comment

Staff stated proper knowledge of diapering procedures. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date.

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

Comment

Staff stated proper knowledge of hand washing and hygiene procedures for staff and children during virtual visit.

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

Comment

The Provider currently does not dispense/administer medication.

| | |
|--|--------------------------------|
| | Policies and Procedures |
|--|--------------------------------|

| | |
|-----------------------------------|------------|
| 591-1-1-.27 Posted Notices | Met |
|-----------------------------------|------------|

Comment

Observed all required posted notices.

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

Correction Deadline: 8/26/2021

Corrected on 1/12/2022

.29(2) - The consultant observed the previous citation to be corrected in that the consultant observed evidence of provider submitting required reports to the department in a timely manner as required.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

A virtual visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director 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)

Not Met

Comment

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

Comment

The consultant observed the following vehicles to have a current vehicle inspection report on file:
- Vehicle Tag # - QAC 4513 - Expires April 11, 2022.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that staff members #10 and #24 did not have evidence of transportation training prior to conducting first and/or second checks of the vehicles during the week of January 3, 2022.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 1/22/2022

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

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: 32

Records with Missing/Incomplete Components: 6

| | |
|---|---|
| Staff # 1 | Met |
| Date of Hire: 02/02/2021 | |
| Staff # 2 | Met |
| Date of Hire: 11/08/2021 | <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u> |
| Staff # 3 | Met |
| Date of Hire: 10/04/2021 | |
| Staff # 4 | Met |
| Date of Hire: 09/23/2021 | |
| Staff # 5 | Met |
| Date of Hire: 12/21/2020 | |
| Staff # 6 | Met |
| Date of Hire: 04/09/2015 | |
| Staff # 7 | Met |
| Date of Hire: 10/28/2021 | <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u> |
| Staff # 8 | Met |
| Date of Hire: 08/30/2021 | |
| Staff # 9 | Met |
| Date of Hire: 11/07/2019 | |
| Staff # 10 | Not Met |
| Date of Hire: 09/03/2019 | |
| <u>"Missing/Incomplete Components"</u> | |
| .14(2)-First Aid Missing,.14(2)-CPR missing | |
| Staff # 11 | Met |
| Date of Hire: 08/01/2021 | |
| Staff # 12 | Not Met |
| Date of Hire: 10/09/2019 | |
| <u>"Missing/Incomplete Components"</u> | |
| .14(2)-First Aid Missing,.14(2)-CPR missing | |
| Staff # 13 | Met |

Records Reviewed: 32**Records with Missing/Incomplete Components: 6**

Date of Hire: 11/11/2021

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

Staff # 14

Met

Date of Hire: 08/18/2010

Staff # 15

Met

Date of Hire: 01/01/2021

Staff # 16

Met

Date of Hire: 10/15/2018

Staff # 17

Met

Date of Hire: 04/18/2015

Staff # 18

Met

Date of Hire: 12/09/2020

Staff # 19

Met

Date of Hire: 11/11/2019

Staff # 20

Not Met

Date of Hire: 08/01/2021

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 21

Not Met

Date of Hire: 08/14/2019

"Missing/Incomplete Components"

.14(2)-First Aid Missing,.14(2)-CPR missing

Staff # 22

Met

Date of Hire: 09/16/2021

Staff # 23

Met

Date of Hire: 10/04/2021

Staff # 24

Met

Date of Hire: 05/17/2002

Staff # 25

Met

Date of Hire: 08/23/2021

Staff # 26

Met

Date of Hire: 09/13/2021

Records Reviewed: 32**Records with Missing/Incomplete Components: 6**

| | |
|---|---|
| Staff # 27 | Met |
| Date of Hire: 08/09/2021 | |
| Staff # 28 | Met |
| Date of Hire: 10/27/2021 | <u>Reminder - Health & Safety training is required within 90 calendar days of hired</u> |
| Staff # 29 | Met |
| Date of Hire: 07/27/2021 | |
| Staff # 30 | Met |
| Date of Hire: 03/03/2020 | |
| Staff # 31 | Not Met |
| Date of Hire: 09/27/2021 | |
| <u>"Missing/Incomplete Components"</u> | |
| .14(2)-First Aid Missing,.14(2)-CPR missing | |
| Staff # 32 | Not Met |
| Date of Hire: 09/30/2021 | |
| <u>"Missing/Incomplete Components"</u> | |
| .14(2)-CPR missing,.14(2)-First Aid Missing | |

Staff Credentials Reviewed: 11**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

The director provided seventeen files for staff members hired since the previous visit conducted on July 29, 2021. The consultant observed seventeen of seventeen newly hired staff members to have evidence of a satisfactory criminal record check letter on file.

591-1-1-.09 Criminal Records Check(CR) Met**Comment**

Criminal records checks were observed to be complete.

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

Complete first aid kits observed in center and on vehicles.

Comment

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

591-1-1-.33 Staff Training Not Met**Comment**

Documentation observed of required staff training.

Finding

591-1-1-.33(3) requires each Staff member with direct care responsibilities to complete health and safety orientation training within the first 90 days of employment. The state-approved training hours obtained will count toward required first year training hours. The training must address the following health and safety topics: prevention and control of infectious diseases (including immunizations); prevention of sudden infant death syndrome and use of safe sleeping practices; administration of medication, consistent with standards for parental consent; prevention of and response to emergencies due to food and allergic reactions; building and physical premises safety, including identification of and protection from hazards that can cause bodily injury such as electrical hazards, bodies of water, and vehicular traffic; prevention of shaken baby syndrome, abusive head trauma and child maltreatment; emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility); handling and storage of hazardous materials and the appropriate disposal of bio contaminants; precautions in transporting children; recognition and reporting of child abuse and neglect; and child development. It was determined based on review of records that the following staff members did not completed health and safety orientation training within their first 90 days of employment:

Staff member # 20 with a documented date of hire of August 1, 2021, certificate dated November 19, 2021.

Staff member #31 with a documented date of hire of September 27, 2021, certificate dated December 29, 2021.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates and will ensure that the training includes all required components as required.

Correction Deadline: 1/12/2022

Recited on 1/12/2022

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Proper supervision of children, including being prompt to children's needs, was discussed with the Director on this date.