



**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:** 6/8/2021    **VisitType:** Licensing Study    **Arrival:** 1:00 PM    **Departure:** 2:00 PM

**CCLC-46646**

**Primrose School of Braselton**

2711 Old Winder Highway Braselton, GA 30517 Gwinnett County  
(770) 904-9860 jmckga@bellsouth.net

**Regional Consultant**

Ashley Shirah

Phone: (770) 357-7050

Fax: (770) 357-7049

ashley.shirah@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.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
06/08/2021	Licensing Study	Good Standing	
11/19/2020	Monitoring Visit	Good Standing	
09/03/2020	Complaint 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
Main	A - R Hall 1R	Infants	1	3	C	13	C	NA	NA	Floor Play
Main	B - R Hall 2R	Infants and One Year Olds	2	6	C	13	C	NA	NA	Floor Play
Main	B-Infant		0	0	C	13	C	NA	NA	Not In Use
Main	C - R Hall 3R	Two Year Olds and Three Year Olds	2	14	C	16	C	NA	NA	Nap
Main	D - R Hall 2L	One Year Olds and Two Year Olds	2	10	C	17	C	NA	NA	Nap
Main	E - R Hall 1L	One Year Olds and Two Year Olds	2	8	C	14	C	NA	NA	Nap
Main	F - Back R	Six Year Olds and Over	1	17	C	27	C	NA	NA	Free Play,Nap
Main	G - Back L	Four Year Olds	2	19	C	27	C	NA	NA	Nap
Main	H - L Hall School Age		0	0	C	34	C	NA	NA	Not In Use
Main	I - L Hall 2R	Three Year Olds	2	13	C	27	C	NA	NA	Nap
Main	J - L Hall 2L	Three Year Olds	2	13	C	26	C	NA	NA	Nap
Main	K - L Hall 1L	Two Year Olds and Three Year Olds	2	13	C	20	C	NA	NA	Nap

Total Capacity @35 sq. ft.: 247

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 116

Total Capacity @35 sq. ft.: 247

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Garden - Right	10	C
Main	B - Infant	18	C


Main	C	47	C
Main	D	25	C
Main	E	37	C

**Comments**

An Administrative Review was conducted on June 8, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on June 8, 2021, with the director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on May 12, 2021 was reviewed during the virtual inspection.



Plan of Improvement: Developed This Date 06/08/2021

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](mailto: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](mailto: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)

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Heather Couch, Program Official

Date

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Ashley Shirah, Consultant

Date



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Findings Report

Date: 6/8/2021 VisitType: Licensing Study Arrival: 1:00 PM Departure: 2:00 PM

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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 Visit was conducted due to the COVID-19 pandemic. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

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 Visit was conducted due to the COVID-19 pandemic. During the virtual walk through storage of cleaning supplies and possible hazards were discussed. There were no hazards observed to be accessible to the children this date.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

**Comment**

Staff state proper knowledge of diapering procedures.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Liquid soap and paper towels were observed accessible in the restroom area.

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

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Per the provider medication was not dispensed.

<b>Safety</b>
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**591-1-1-.05 Animals** **Met**

**Comment**

Center does not keep animals on premises.

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**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.

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**591-1-1-.13 Field Trips(CR)** **Met**

**Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)** **Not Met**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that on May 21, 2021, the second designated Staff person did not conduct a check of the vehicle immediately upon the completion of the first check of the vehicle following transportation to Chestnut Mountain Elementary School.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Correction Deadline: 6/8/2021**

<b>Sleeping &amp; Resting Equipment</b>
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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)** **Met**

**Comment**

Pleasant naptime environment observed.

<b>Staff Records</b>
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Staff # 1 Date of Hire: 10/02/2018	Met
Staff # 2 Date of Hire: 07/29/2019	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5 Date of Hire: 08/20/2019	Met
Staff # 6 Date of Hire: 10/09/2017	Met
Staff # 7	Met
Staff # 8 Date of Hire: 08/22/2018	Met
Staff # 9	Met
Staff # 10	Met
Staff # 11 Date of Hire: 07/09/2020	Met
Staff # 12 Date of Hire: 05/28/2019	Met
Staff # 13 Date of Hire: 08/27/2019	Met
Staff # 14	Met
Staff # 15	Met
Staff # 16 Date of Hire: 08/12/2019	Met
Staff # 17 Date of Hire: 04/01/2019	Met
Staff # 18	Met
Staff # 19	Met

**Records Reviewed: 31**

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

Staff # 20 Date of Hire: 04/30/2018	Met
Staff # 21	Met
Staff # 22 Date of Hire: 06/22/2020	Met
Staff # 23 Date of Hire: 08/01/2019	Met
Staff # 24 Date of Hire: 04/08/2019	Met
Staff # 25	Met
Staff # 26 Date of Hire: 02/04/2019	Met
Staff # 27	Met
Staff # 28 Date of Hire: 08/22/2017	Met
Staff # 29 Date of Hire: 11/27/2017	Met
Staff # 30	Met
Staff # 31 Date of Hire: 03/04/2019	Met

**Staff Credentials Reviewed: 13**

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

**Comment**

Criminal record checks were observed to be complete for 31 of 31 staff on this date.

**Comment**

Director provided five file(s) for employees hired since last visit on November 19, 2020.

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

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on May 12, 2021.

**Staffing and Supervision**

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through appropriate ratio were observed.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. During the virtual walk through adequate supervision was observed.