



**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: 7/12/2021 **VisitType:** Licensing Study

Arrival: 4:30 PM

Departure: 5:45 PM

CCLC-36660

Stepping Stone Montessori

820 Sanders Road Cumming, GA 30041 Forsyth County
(770) 205-0317 info@steppingstonemontessori.com

Regional Consultant

Mandi Sloan

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mandi.sloan@dec.al.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
07/12/2021	Licensing Study	Good Standing	
01/28/2021	Monitoring Visit	Good Standing	
11/30/2020	POI Follow Up	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 1st Left	Infants and One Year Olds	2	4	C	12	C	NA	NA	Free Play, Feeding
Main	B 2nd left		0	0	C	12	C	NA	NA	Not In Use
Main	C 3rd left		0	0	C	19	C	NA	NA	Not In Use
Main	D 1st Right	One Year Olds and Two Year Olds and Three Year Olds	3	14	C	21	C	NA	NA	Lunch
Main	E 2nd Right	Three Year Olds and Five Year Olds and Six Year Olds and Over	1	10	C	24	C	NA	NA	Centers
Main	F 3rd Right	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	12	C	26	C	NA	NA	Outside
Main	G 4th Right		0	0	C	29	C	NA	NA	Not In Use
Main	H 5th right		0	0	C	36	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 179

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 40 Total Capacity @35 sq. ft.: 179

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A PG Front Left	17	C
Main	B PG Rear	114	C
Main	C PG Right	76	C

Comments

Administrative Review was conducted on July 12, 2021. Staff files, children's files, training, and background checks were all reviewed.

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)

Catherine Mauragas, Program Official

Date

Mandi Sloan, 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

Discussed rotating toys to support the procedures of daily disinfecting.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The physical plant appeared to be clean and in good repair upon virtual walk through.

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

Technical Assistance

Technical Assistance

591-1-1-.26 - The consultant discussed with the provider to ensure that the school aged playground is maintained even though it is not currently in use.

Comment

A Virtual Visit was conducted due to the COVID-19 pandemic. Playground appeared to be clean and in good repair upon virtual walk through.

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

Hand washing requirements were discussed with the Director/Provider on this date.

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

Comment

Documentation for medication dispensing observed complete.

Safety

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

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 17

Records with Missing/Incomplete Components: 2

Staff # 1 Met

Staff # 2 Met

Date of Hire: 04/14/2014

Staff # 3 Met

Date of Hire: 02/02/2020

Staff # 4 Met

Date of Hire: 02/11/2019

Staff # 5 Met

Date of Hire: 06/14/2021

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

Records Reviewed: 17**Records with Missing/Incomplete Components: 2**

Staff # 6	Not Met
Date of Hire: 09/21/2016	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 7	Met
Date of Hire: 06/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 8	Met
Date of Hire: 07/21/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 9	Met
Date of Hire: 12/12/2013	
Staff # 10	Met
Date of Hire: 10/27/2020	
Staff # 11	Met
Date of Hire: 04/22/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 12	Met
Staff # 13	Not Met
Date of Hire: 09/05/2014	
<u>"Missing/Incomplete Components"</u>	
.33(5)-10 Hrs. Annual Training	
Staff # 14	Met
Date of Hire: 07/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 15	Met
Date of Hire: 07/13/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>
Staff # 16	Met
Date of Hire: 08/16/2020	
Staff # 17	Met
Date of Hire: 07/01/2021	<u>Reminder - Health & Safety training is required within 90 calendar days of hired</u>

Staff Credentials Reviewed: 8

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

Criminal record checks were observed to be complete.

Comment

Director provided seven file(s) for employees hired since last visit.

591-1-1-.33 Staff Training

Not Met

Finding

91-1-1-.33(5) requires that every calendar year after the first year of employment, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers shall attend ten (10) clock hours of diverse training which is task-focused in on-going health, safety and early childhood or child development related topics and which is offered by an accredited college, university or vocational program or other Department-approved source. The annual ten (10) clock hours of training shall be chosen from the following fields: child development, including discipline, guidance, nutrition, injury control and safety; health, including sanitation, disease control, cleanliness, detection and disposition of illness; child abuse and neglect, including identification and reporting, and meeting the needs of abused and/or neglected children; and business related topics, including parental communication, recordkeeping, etc.; provided however that such business related training shall be limited to no more than two (2) of the required ten (10) clock hours of training. Records of completion of such training shall be maintained, as required by these rules. It was determined based on a review of records that staff person #6 and staff person #13 had not obtained the required ten hours of annual training for the year 2020.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 8/11/2021

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

Adequate supervision observed on this date.