



**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:** 11/15/2021 **VisitType:** Licensing Study

**Arrival:** 2:30 PM

**Departure:** 4:00 PM

**CCLC-39504**

**Primrose School of Suwanee**

2050 Lawrenceville Suwanee Rd. Suwanee, GA 30024 Gwinnett County  
(770) 963-1491 office@primrosesuwanee.com

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@decal.ga.gov

**Mailing Address**

2050 Lawrenceville Suwanee Rd  
Suwanee, GA 30024

**Quality Rated:**

<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.
11/15/2021	Licensing Study	Good Standing	
05/11/2021	Monitoring Visit	Good Standing	
12/09/2020	Licensing Study	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-1R	Infants	3	7	C	24	C	NA	NA	Floor Play,Nap
Main	B-2R		0	0	C	23	C	32	C	Not In Use
Main	C-3R	Four Year Olds	2	12	C	18	C	25	C	Outside
Main	D-4L	Three Year Olds and Four Year Olds	2	13	C	20	C	27	C	Outside
Main	E-3L	Three Year Olds	2	9	C	21	C	30	C	Centers
Main	F-1L	One Year Olds and Two Year Olds	4	18	C	31	C	NA	NA	Transitioning,Outside
Total Capacity @35 sq. ft.: 137						Total Capacity @25 sq. ft.: 169				
Total # Children this Date: 59			Total Capacity @35 sq. ft.: 137			Total Capacity @25 sq. ft.: 169				

Building	Playground	Playground Occupancy	Playground Compliance
Main	A - Front R	7	C
Main	B - Back R	43	C
Main	B-Front L	39	C
Main	C-Back L	33	C

**Comments**



Administrative Review was conducted on November 15, 2021. Staff files, children's files, training, and background checks were all reviewed. A Virtual Visit was conducted on November 18, 2021 due to the COVID-19 pandemic.

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.decal.ga.gov/CCS/RulesAndRegulations.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.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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@decal.ga.gov](mailto:CCSRefutations@decal.ga.gov).

- 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://decal.ga.gov/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)

---

Archana Kudrimoti, Program Official

Date

---

Mandi Sloan, Consultant

Date



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

### Findings Report

**Date:** 11/15/2021 **VisitType:** Licensing Study

**Arrival:** 2:30 PM

**Departure:** 4:00 PM

**CCLC-39504**

**Primrose School of Suwanee**

2050 Lawrenceville Suwanee Rd. Suwanee, GA 30024 Gwinnett County  
(770) 963-1491 office@primrosesuwanee.com

**Mailing Address**

2050 Lawrenceville Suwanee Rd  
Suwanee, GA 30024

**Regional Consultant**

Mandi Sloan

Phone: (770) 357-5097

Fax: (770) 357-5098

mandi.sloan@dec.al.ga.gov

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**

Center appears clean and well maintained.

**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**

Proper hand washing observed throughout the center.

---

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

The Provider currently does not dispense/administer medication.

---

**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)****Not Met****Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined based on a review of records that no mark/ symbol was present to account for the unloading of three of six children on November 8, 2021 during afternoon transportation from Walnut Grove Elementary School.

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

**Correction Deadline: 11/16/2021**

---

**Sleeping & Resting Equipment**

---

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

Pleasant naptime environment observed.

---

**Staff Records**

---

**Records Reviewed: 22****Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 04/26/2021

Staff # 2

Met

Date of Hire: 05/20/2019

Staff # 3

Met

Date of Hire: 09/04/2021

Staff # 4 Date of Hire: 08/12/2021	Met
Staff # 5 Date of Hire: 11/11/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 6 Date of Hire: 08/12/1996	Met
Staff # 7 Date of Hire: 10/25/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 8 Date of Hire: 10/11/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 9 Date of Hire: 01/13/2021	Met
Staff # 10 Date of Hire: 06/09/2021	Met
Staff # 11 Date of Hire: 06/04/2018	Met
Staff # 12	Met
Staff # 13 Date of Hire: 08/01/2021	Met
Staff # 14 Date of Hire: 11/11/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 15 Date of Hire: 06/01/2021	Met
Staff # 16 Date of Hire: 02/20/2017	Met
Staff # 17 Date of Hire: 06/02/2018	Met
Staff # 18 Date of Hire: 08/10/2021	Met

**Records Reviewed: 22**

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

Staff # 19	Met
Date of Hire: 10/11/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 20	Met
Date of Hire: 07/30/2019	
Staff # 21	Met
Date of Hire: 10/11/2021	<u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 22	Met
Date of Hire: 03/15/2021	

**Staff Credentials Reviewed: 5**

**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) Technical Assistance**

**Technical Assistance**

591-1-1-.31 - The consultant discussed with the provider to ensure that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

**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.