



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: 9/2/2022 **VisitType:** Complaint Investigation & Initial Licensing Study **Arrival:** 9:15 AM **Departure:** 3:30 PM

CCLC-56705

Primrose School of Harmony on the Lakes

404 Argonne Terrace Holly Springs, GA 30115 Cherokee County
 (770) 704-0721 kim@primulamanagement.com

Regional Consultant

Twylah Tyner

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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.
09/02/2022	Complaint Investigation & Initial Licensing Study	N/A	
09/02/2022	Complaint Closure	Good Standing	
04/22/2022	Incident Investigation/Initial Licensing Study	N/A	

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	B- Toddler 12m-24m First Left	Infants	3	8	C	12	C	NA	NA	Nap, Floor Play, Feeding
Main	C- Toddler 18m-24m 2nd Lt.	One Year Olds	3	9	C	12	C	NA	NA	Feeding
Main	D- Early Preschool One 3rd Left	One Year Olds and Two Year Olds	2	7	C	16	C	NA	NA	Transitioning
Main	E- Early Preschool Two 3's Forth Left	Two Year Olds	3	12	C	16	C	NA	NA	Transitioning
Main	F- Preschool 1	Two Year Olds and Three Year Olds	3	16	C	24	C	NA	NA	Free Play
Main	G- Preschool 2	Three Year Olds	2	14	C	24	C	NA	NA	Centers
Main	H- ASP	Four Year Olds and Five Year Olds and Six Year Olds and Over	2	10	C	24	C	NA	NA	Circle Time
Main	I- Private Pre-K	Four Year Olds	2	19	C	24	C	NA	NA	Outside
Main	J- Private Kindergarten	Four Year Olds	1	15	C	24	C	NA	NA	Outside
					Total Capacity @35 sq. ft.: 176		Total Capacity @25 sq. ft.: 0			
Total # Children this Date: 110			Total Capacity @35 sq. ft.: 176			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Garden - UNL	5	C
Main	Playground A Infant	11	C

Main	Playground C Toddler	64	C
Main	Playground D Preschool	66	C
Main	Playground E School Age	66	C

Comments

An Administrative Review was conducted on September 1, 2022.. Staff files, children’s files, training, and background checks were all reviewed. An in person Initial Licensing Study was conducted on September 2, 2022. The exit conference was conducted on September 2, 2022 with the Director. Facility does carry Liability Insurance.

Zoning approval needed for issuance of Renewable License.

Plan of Improvement: Developed This Date 09/02/2022

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 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@decal.ga.gov 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)

Dana Zahler, Program Official

Date

Twylah Tyner, Consultant

Date



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Findings Report

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The following information is associated with a Complaint Investigation & Initial Licensing Study:

Activities and Equipment

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

Comment

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

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

Comment

Center does not provide swimming activities. No pool observed on site.

Facility

591-1-1-.19 License Capacity(CR) **Met**

Comment

Licensed capacity observed to be routinely met by center. The overall capacity of the center is 184 children.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Correction Deadline: 4/7/2022

Corrected on 9/2/2022

.25(13) - Previous citation observed to be corrected. No hazards accessible to children during site visit this date.

591-1-1-.26 Playgrounds(CR) **Technical Assistance**

Technical Assistance

591-1-1-.26 - Ensure no hazards present on playgrounds.

Comment

Discussed maintenance of resilient surface. Please fluff and redistribute.

Health and Hygiene

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

Staff stated proper procedures. Sinks with warm running water observed adjacent to proper diapering surfaces in all classrooms approved for diapering.

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

Proper hand washing observed throughout the center.

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

Discussed medication documentation, administration, and storage.

Safety

591-1-1-.11 Discipline(CR)**Met****Comment**

Appropriate discipline was observed.

591-1-1-.36 Transportation(CR)**Met****Comment**

Center does not provide routine transportation or field trips. Consultant discussed transportation requirements if/when the facility decides to incorporate transportation. The center will contact their regional consultant and complete the required two (2) hours transportation training prior to transporting children.

Sleeping & Resting Equipment

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

Twenty (20) of twenty (20) cribs were present meeting safety compliance with Consumer Product Safety Commission (CPSC) and American Society of Testing and Materials International (ASTM) safety standards as they were manufactured in 2011, 2012 and 2013.

Consultant discussed safe sleeping requirements with the Director during the inspection visit.

Staff Records**Records Reviewed: 36****Records with Missing/Incomplete Components: 1**

Staff # 1	Met
Staff # 2	Met
Staff # 3	Met
Staff # 4	Met
Staff # 5	Met
Staff # 6	Met
Staff # 7	Met
Staff # 8	Met

Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Staff # 12	Not Met
<u>"Missing/Incomplete Components"</u>	
.31(2)(b)2.-Staff Qualifications-Education Missing	
Staff # 13	Met
Staff # 14	Met
Staff # 15	Met
Staff # 16	Met
Staff # 17	Met
Staff # 18	Met
Staff # 19	Met
Staff # 20	Met
Staff # 21	Met
Staff # 22	Met
Staff # 23	Met
Staff # 24	Met
Staff # 25	Met
Staff # 26	Met
Staff # 27	Met
Staff # 28	Met
Staff # 29	Met
Staff # 30	Met
Staff # 31	Met
Staff # 32	Met

Records Reviewed: 36

Records with Missing/Incomplete Components: 1

Staff # 33	Met
Staff # 34	Met
Staff # 35	Met
Staff # 36	Met

Staff Credentials Reviewed: 14

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

Comment

Thirty-six (36) of thirty-six (35) staff records were observed to have comprehensive satisfactory Criminal Background Check determination letters on file.

591-1-1-.31 Staff(CR) Not Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Finding

591-1-1-.31(1)(b)2 requires the Director to possess at least one of the sets of minimum academic requirements and qualifying child care experience listed in Rule 591-1-1-.31(1)(b)2.(i-xiii). It was determined based on a review of records, that the Director did not possess at least one of the sets of minimum academic requirements listed in Rule 591-1-1-.31(1)(b)2.(i-xiii).

POI (Plan of Improvement)

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

Correction Deadline: 12/2/2022

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

Correction Deadline: 4/7/2022

Corrected on 9/2/2022

.32(7) - Previous citation observed to be corrected on this date. Appropriate supervision observed throughout the center on this date.