



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

Date: 3/7/2017

VisitType: Licensing Study

Arrival: 9:40 AM

Departure: 12:20 PM

CCLC-32817

Montessori Scholars

13100 Morris Road Milton, GA 30004 Fulton County
 (770) 754-0777 montessorischolars1@gmail.com

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@dec.al.gov

Mailing Address

Same

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.
03/07/2017	Licensing Study	Good Standing	
10/26/2016	Monitoring Visit	Good Standing	
04/28/2016	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	1R	One Year Olds	1	8	C	12	C	NA	NA	Snack
Main	2R	Infants	1	3	C	16	C	NA	NA	Floor Play, Feeding, Nap
Main	3R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	3	24	C	30	C	NA	NA	Centers
Main	4R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	25	C	31	C	NA	NA	Centers
Main	5R	One Year Olds and Two Year Olds	2	18	C	29	C	NA	NA	Snack
Main	6R	Six Year Olds and Over	1	15	C	31	C	NA	NA	Centers
Main	7R		0	0	C	20	C	NA	NA	Not In Use

Total Capacity @35 sq. ft.: 169

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 93

Total Capacity @35 sq. ft.: 169

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Infants	15	C
Main	Older	67	C
Main	Toddlers	21	C

Comments

The purpose of this visit was to conduct a licensing study.

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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)

David Shohooki, Program Official

Date

LaQuita Clark, Consultant

Date



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Findings Report

Date: 3/7/2017 **VisitType:** Licensing Study **Arrival:** 9:40 AM **Departure:** 12:20 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

Staff were observed to provide developmentally appropriate activities on this date.

Correction Deadline: 3/7/2017

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

Met

Comment

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Children's Records

Records Reviewed: 6

Records with Missing/Incomplete Components: 4

Child # 1 Not Met

"Missing/Incomplete Components"
.08(a)-(f)-Allergies and Disabilities

Child # 2 Not Met

"Missing/Incomplete Components"
.08(a)-(f)-Allergies and Disabilities

Child # 3 Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing,.08(a)-(f)-Doctor, Clinic, Phone Numbers

Child # 4

Not Met

"Missing/Incomplete Components"

.08(c)-Address of Release Person Missing

591-1-1-.08 Children's Records

Not Met

Finding

591-1-1-.08(a)-(f) requires Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled that includes the following information: (a) child's name, birth date, sex, address, living arrangement, name of school if applicable; (b) names of both Parents, home and work addresses, and home and work telephone numbers; (c) name(s) and addresses of the person(s) to whom the child may be released including address, telephone number, relationship to child and other identifying information; (d) name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; (e) name and telephone number of the child's primary source of health care; and (f) known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program. It was determined, based on the consultant's review of children's records, that two of seven children's files did not have known allergy information provided. It was further determined, that one of seven files did not have physician information provided and two of seven files did not have complete addresses of release persons.

POI (Plan of Improvement)

Center staff will develop a plan that includes how to obtain all required information for currently enrolled children and how to ensure this is done for future enrollees as well. The plan will also include how and where to maintain files for the required amount of time. The plan will be implemented and followed.

Correction Deadline: 3/10/2017

591-1-1-.23 Parental Authorization

Met

Comment

Parent Authorizations Obtained/Completed

Facility

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

Met

Comment

Reminder-Keep Hazards Inaccessible

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

Met

Comment

Observation-Clean/Good Repair

Food Service

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

Met

Comment

Menu Meets USDA Guidelines. Feeding plans were observed to be current.

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Observed-Proper Diapering

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

Comment

Observed-Staff Remind Children Wash Hand

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

Comment

The director stated that medication is not currently administered.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

Current documentation of fire and tornado drills were observed on file. Please maintain documentation of fire drills on file for at least one year.

Correction Deadline: 3/12/2017

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

Comment

Please add reminder of who is in charge when the director is not present.

Safety

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

Comment

Observed-Discussion/Redirection

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

Comment

No Field Trips at This Time

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

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Comment

Safety approved cribs were observed. Staff were observed to follow safe sleep procedures.

Staff Records

Records Reviewed: 14

Records with Missing/Incomplete Components: 5

Staff # 1

Not Met

Date of Hire: 08/19/2016

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

Staff # 2

Not Met

Date of Hire: 08/01/2016

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

Staff # 4

Not Met

Date of Hire: 08/20/2016

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

Staff # 5

Not Met

Date of Hire: 08/04/2016

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

Staff # 14

Not Met

Date of Hire: 02/13/2017

"Missing/Incomplete Components"

.24(d)-Evidence of Orientation Missing

591-1-1-.09 Criminal Records Check(CR)

Met

Comment

Criminal Records Checks complete. The director provided three files for staff hired since the previous visit.

591-1-1-.14 First Aid & CPR

Met

Comment

Observed-100% Certified First Aid & CPR

591-1-1-.24 Personnel Records

Not Met

Finding

591-1-1-.24(d) requires the center to have evidence of required orientation applicable to the position of director or employee. It was determined, based on the consultant's review of staff files, that the center did not have documentation to show that five of fourteen staff had completed orientation.

POI (Plan of Improvement)

The center will ensure that documentation of orientation is on file.

Correction Deadline: 3/10/2017

591-1-1-.33 Staff Training

Met

Comment

Observed complete documentation of training for annual year 2016. Please ensure all staff have complete the health and safety orientation training by June 30, 2017.

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

Not Met

Finding

591-1-1-.31(2)(b)2. requires teachers and lead caregivers to meet minimum academic requirements and qualifying experience at the time of employment. It was determined, based on the consultant's review of staff files, that three of seven lead teachers did not have documentation of credentials on file.

POI (Plan of Improvement)

A teacher/lead caregiver will be hired that meets the minimum academic requirements and qualifying work experience.

Correction Deadline: 3/17/2017

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

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

Comment

Observed-Adequate Supervision