



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: 11/16/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:30 PM **Departure:** 5:15 PM

CCLC-32817

Montessori Scholars

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

Mailing Address
 Same

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decals.ga.gov

Joint with: Marsha Ruiz-Crosby

Quality Rated: No

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.
11/16/2017	Complaint Closure	Good Standing	
11/16/2017	Complaint Investigation & Monitoring Visit	Good Standing	
03/07/2017	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	Infants	1	4	C	12	C	NA	NA	Diapering, Nap
Main	2R	Infants and One Year Olds	1	4	C	16	C	NA	NA	Floor Play
Main	3R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	10	C	30	C	NA	NA	Nap
Main	4R	Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	31	C	NA	NA	Nap
Main	5R	Three Year Olds and Four Year Olds and Five Year Olds	2	16	C	29	C	NA	NA	Nap
Main	6R	One Year Olds and Two Year Olds	2	11	C	31	C	NA	NA	Nap
Main	7R	Two Year Olds and Three Year Olds	2	10	C	20	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 169						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 70						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 complaint investigation and monitoring visit on this date.

The elementary class has been temporarily located to 2865 Webb Road, Milton, Georgia 30004 until May 31, 2018.

A one-day letter was left on this date.

Plan of Improvement: Developed This Date 11/16/2017

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.

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.al.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://dec.al.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)

Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.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@dec.al.ga.gov

David Shohooki, Program Official

Date

LaQuita Clark, Consultant

Date

Marsha Ruiz-Crosby, 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: 11/16/2017 **VisitType:** Complaint Investigation & Monitoring Visit **Arrival:** 12:30 PM **Departure:** 5:15 PM

CCLC-32817

Montessori Scholars

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

Mailing Address
Same

Regional Consultant

LaQuita Clark

Phone: (706) 497-1536

Fax: (706) 688-0418

jennifer.taylor@decal.ga.gov

Joint with: Marsha Ruiz-Crosby

The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Discussed with the director to please ensure that varied and developmentally appropriate equipment and materials are present in each classroom.

Correction Deadline: 11/16/2017

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

Met

Comment

Observed-Variety Throughout Center. Equipment and furniture were observed to be appropriately secured.

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

Met

Comment

No Swimming Activities Provided

Children's Records

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

Met

Correction Deadline: 3/10/2017

Corrected on 11/16/2017

.08(a)-(f) - Previous citation has been corrected in that children's records were observed to be complete on this date.

Facility

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

Contact consultant once renovation completed for elementary school children.

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined, based on observation, that items labeled Keep out of reach of children (such as shaving cream, amonia and oral solution) were observed accessible to children in care in the Right classroom in the second building.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 11/16/2017

591-1-1-.26 Playgrounds(CR)**Not Met****Technical Assistance**

Please ensure that the gates on the playground at the second location remains locked at all times. Also please ensure that the stone walkway on route to the playground is leveled as to not present a tripping hazard. Further, please ensure that the rakes on the playground are inaccessible to children in care.

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined, based on observation, that the rope railing on the right side of the play structure of Building 2 was missing on this date.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 11/26/2017**Finding**

591-1-1-.26(8) requires climbing and swinging equipment to have a resilient surface beneath the equipment and the fall zone from such equipment must be adequately maintained by the Center to assure continuing resiliency. It was determined, based on observation, that approximately one inch of mulch was observed beneath swings and climbing equipment on the playground of the second building when at least six inches was required.

POI (Plan of Improvement)

The Center will add additional resilient surfacing to the fall zones where needed and check daily, adding resilient surfacing as needed to maintain adequate resiliency.

Correction Deadline: 11/26/2017**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined, based on observation, that exposed concrete was observed at the base of the fencing to the right of the play equipment of Building 2.

POI (Plan of Improvement)

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

Correction Deadline: 11/16/2017

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

Not Met

Finding

591-1-1-.10(4) requires that if diapers are changed on a diaper changing surface, the surface shall be smooth, nonporous, and equipped with a guard or rails to prevent falls. Between each diaper change, the diaper changing surface shall be cleaned with a disinfectant and dried with a single-use disposable towel. It was determined, based on observation, that the surface used in the infant classroom was quilted and not smooth and nonporous as required.

POI (Plan of Improvement)

The Center will ensure there is a smooth, nonporous changing surface that has a guard or rails for safety in each classroom that houses children wearing diapers. Center Staff will be trained and have adequate supplies to properly clean the diaper changing surface between each diaper change.

Correction Deadline: 11/16/2017

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

Technical Assistance

Technical Assistance

591-1-1-.17 - Discussed with the director to adjust the water temperature for the classrooms as necessary to ensure that warm water is provided at all times.

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

Met

Comment

The director stated that medication was not administered at this time.

Organization

591-1-1-.16 Governing Body & License

Not Met

Finding

591-1-1-.16(e) requires the Center to submit an application for an amended License at least 30 days in advance of the change if there is a change in the name of the program or Center, changes in the ages of the children to be served, an increase in the regular hours of operation such that the Center would be providing evening or night-time care in addition to day-time care, changes in the services provided, or additions to or changes in the use of the building by the licensed Center. If an emergency situation arises which makes it impossible to give thirty (30) days' notice, the management of the Center shall notify the Department by telephone and shall submit an application for an amended License as soon as management becomes aware of the change that will be necessitated by the emergency situation. In no case, however, shall a new owner operate the Center without first securing a new License or Permit from the Department. It was determined, based on observation, that the center was observed to operate a licensed classroom at an unlicensed facility on this date. The department was not notified as required.

POI (Plan of Improvement)

An application for amendment and all necessary documentation will be submitted.

Correction Deadline: 11/16/2017

Safety

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

Met

Comment

Staff stated appropriate use of discussion and redirection.

Finding

591-1-1-.36(4)(a) requires an annual safety check for each vehicle. The annual safety check, completed by a trained individual, should include a check of the: tires, headlights, horn, taillights, turn signals, brake lights, brakes, suspension, exhaust system, steering, windows, windshields and windshield wipers. A copy of the annual safety check will be kept in the Center or on the vehicle and should include evidence of any repairs and/or replacements that were identified as needed on the inspection report. It was determined, based on conversation with the owner, that a current annual vehicle safety check was not on file for the vehicle on this date.

POI (Plan of Improvement)

The Center will obtain the annual vehicle inspection.

Correction Deadline: 11/21/2017

Finding

591-1-1-.36(6) requires written Parental authorization for routine transportation provided by or on behalf of the Center. Written authorization must include the routine pick-up location, routine pick-up time, routine delivery location, routine delivery times and the name of any person authorized to receive the child. It was determined, based on conversation with the owner that written parental authorization was not on file for transportation of children provided by the center.

POI (Plan of Improvement)

The Center will obtain the required written parental authorization.

Correction Deadline: 11/17/2017

Finding

591-1-1-.36(7)(c) requires the center to use passenger transportation checklists, in a format approved by the Department, to account for each child during transportation. A separate passenger checklist must be used for each vehicle. It was determined, based on conversation with the owner, that transportation documentation was not maintained on file following transportation conducted by the center within the month of November.

POI (Plan of Improvement)

The Center will maintain a passenger checklist as required.

Correction Deadline: 11/17/2017

Sleeping & Resting Equipment

Finding

591-1-1-.30(2)(c) requires that infants shall not sleep in equipment other than safety-approved cribs, such as, but not limited to, a car safety seat, bouncy seat, highchair, or swing. Infants who arrive at the Center asleep or fall asleep in such equipment, on the floor or elsewhere, shall be transferred to a safety-approved crib. It was determined, based on observation, that two infants were observed to sleep in bouncy seats and not cribs as required on this date.

POI (Plan of Improvement)

The Center will only place infants in safe cribs to sleep and will transfer them to a safe crib when the infants are asleep in other equipment.

Correction Deadline: 11/16/2017

Staff Records

Records Reviewed: 18

Records with Missing/Incomplete Components: 6

Staff # 1

Not Met

Date of Hire: 10/23/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 2 Met
Date of Hire: 03/01/2016

Staff # 3 Not Met
Date of Hire: 10/01/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 4 Met
Date of Hire: 10/23/2017

Staff # 5 Not Met
Date of Hire: 06/01/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 6 Not Met
Date of Hire: 11/09/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 7 Met

Staff # 8 Met
Date of Hire: 06/05/2017

Staff # 9 Met
Date of Hire: 02/26/2018

Staff # 10 Met
Date of Hire: 06/12/2017

Staff # 11 Not Met
Date of Hire: 02/19/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 12 Met
Date of Hire: 06/09/2017

Staff # 13 Met
Date of Hire: 10/30/2017

Staff # 14 Met
Date of Hire: 05/12/2017

Staff # 15 Not Met
Date of Hire: 11/20/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 16 Met
Date of Hire: 08/07/2017

Staff # 17 Met
Date of Hire: 02/13/2017

Staff # 18 Met
Date of Hire: 05/26/2017

Staff Credentials Reviewed: 18

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

Not Met

Technical Assistance

591-1-1-.09 - Discussed with the director to ensure that parent volunteers obtain fingerprints if they are operating in classrooms other than where their own child attends.

Finding

591-1-1-.09(1)(a) requires the Center to ensure that every Director, Employee and Provisional Employee of the Child Care Learning Center has a satisfactory records check determination before the individual is present at the Center or before the individual resides in a Center. It was determined, based on review of files, that the director and four staff members did not have documentation of satisfactory records checks on file.

POI (Plan of Improvement)

The Center will obtain the Required Satisfactory Records Check Determination before an individual is present at the Center while any child is present for care or before residing in a Center.

Correction Deadline: 11/16/2017

Finding

591-1-1-.09(1)(d) requires each Employee and Center Director hired on or after January 1, 2014 to have a satisfactory Fingerprint Records Check Determination with a Records Check Clearance date that is within 12 months of their hire date. In order for the Department to issue a satisfactory Fingerprint Records Check Determination, each Employee and Director must submit both a Fingerprint Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined, that one staff member did not have a satisfactory determination letter dated within the last 12 months of hire.

POI (Plan of Improvement)

The Center will ensure that each director and employee hired after January 1, 2014 has a satisfactory Fingerprint Records Check Determination dated within 12 months of the hire date and will submit the required documents to obtain the determination if they have not already done so.

Correction Deadline: 11/16/2017

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

Met

Comment

Observed over 50% Certified First Aid & CPR. Please ensure that new staff obtain the certification within 90 days of hire.

591-1-1-.24 Personnel Records

Met

Correction Deadline: 3/10/2017

Corrected on 11/16/2017

.24(d) - Previous citation has been corrected in that staff orientation was observed on file.

591-1-1-.33 Staff Training

Met

Comment

Documentation of health and safety orientation was observed on file for staff. Please ensure that new staff obtain the training within 90 days of hire.

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

Met

Correction Deadline: 3/17/2017

Corrected on 11/16/2017

.31(2)(b)2. - Previous citation has been corrected

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)

Not Met

Finding

591-1-1-.32(7) requires that children be supervised at all times and that the persons supervising in the child care area be alert, able to respond promptly to the needs and actions of the children being supervised, as well as the actions of the chaperones and Students-in-Training, and provide timely attention to the children's actions and needs. It was determined, based on observation, that a child was observed to walk briefly from one classroom to another in Building two without being supervised by a staff member. It was further determined that another child was observed to walk into the center from the playground without supervision to use the restroom at Building one.

POI (Plan of Improvement)

The Center will train Staff and monitor to ensure they are providing supervision and watchful oversight to the children at all times.

Correction Deadline: 11/16/2017