



**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:** 4/25/2018    **VisitType:** Licensing Study    **Arrival:** 9:40 AM    **Departure:** 2:30 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@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<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.
04/25/2018	Licensing Study	Support	
11/16/2017	Complaint Closure	Good Standing	
11/16/2017	Complaint Investigation & Monitoring Visit	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		0	0	C	12	C	NA	NA	
Main	2R	Infants and One Year Olds	1	2	C	16	C	NA	NA	Floor Play
Main	3R	Six Year Olds and Over	1	5	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	18	C	31	C	NA	NA	Centers
Main	5R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	22	C	29	C	NA	NA	Snack
Main	6R	One Year Olds and Two Year Olds	2	17	C	31	C	NA	NA	Centers
Main	7R	Two Year Olds and Three Year Olds	2	11	C	20	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 169

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 75

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 and to follow up on the previous visit. A one-day letter was left on this date.

Plan of Improvement: To Be Submitted 05/09/2018

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](http://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](mailto: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](mailto:qualityrated@dec.al.ga.gov)

David Shohooki, Program Official

Date

LaQuita Clark, Consultant

Date



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### Findings Report

**Date:** 4/25/2018    **VisitType:** Licensing Study    **Arrival:** 9:40 AM    **Departure:** 2:30 PM

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The following information is associated with a Licensing Study:

### Activities and Equipment

**591-1-1-.03 Activities**

**Met**

**Comment**

A variety of activities were observed to be provided for children in care. Individual lesson plans were observed on file.

**Correction Deadline: 4/25/2018**

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

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center. Equipment and furniture observed to be appropriately secured.

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

**Met**

**Comment**

Center does not provide swimming activities.

### Children's Records

**Records Reviewed: 8**

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

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**Records Reviewed: 8**

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

Child # 6	Met
Child # 7	Met
Child # 8	Met

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

**Met**

**Comment**

Records were observed to be complete and well organized.

	<b>Facility</b>
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**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)**

**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 cleaning solutions labeled Keep out of reach of children were observed accessible to children in care as follows: in an unlocked cabinet in Room 1R, in an unlocked cabinet beneath the sink in Room 3R, in an unlocked cabinet beneath the sink in Room 5R, and in an unlocked cabinet in the restroom of Room 5R.

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**Correction Deadline: 4/25/2018**

**Recited on 4/25/2018**

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

**Not Met**

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

**Corrected on 4/25/2018**

**.26(6) - Previous citation has been corrected in that equipment was observed in good repair.**

**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 adequate resilient surface was not present beneath equipment and fall zones when at least six inches of mulch was required as follows:

- Approximately two inches of mulch was present beneath swings on the Left playground.
- Approximately one inch of mulch was present beneath slides and climbing equipment on the Left Playground.
- Approximately one inch of mulch was present beneath the dome climber on the Back Far Right Playground.

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**Correction Deadline: 4/27/2018**

**Recited on 4/25/2018**

**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 hazards were observed as follows:

- A gap was present on both sides of the sidewalk of the back and back right playground presenting a potential tripping hazard for children in care.
- The play area was uneven on the back playground caused by runoff presenting a tripping hazard for children in care.
- The drain opening at the back end of the Left Playground measured approximately four inches wide presenting a potential entrapment hazard for children in care.

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**Correction Deadline: 4/27/2018**

**Recited on 4/25/2018**

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition** **Met**

**Comment**

Please ensure that bottles are covered and fully labeled with child's full name. Menu meets USDA guidelines.

**591-1-1-.18 Kitchen Operations** **Met**

**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff state proper knowledge of diapering procedures.

**Correction Deadline: 11/16/2017****Corrected on 4/25/2018****.10(4) - Previous citation has been corrected in that diaper areas were observed to be smooth and nonporous as required.**

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

Staff were observed to remind children to wash hands.

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

Administrative staff stated that medication has not been administered since the previous visit.

<b>Organization</b>
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**591-1-1-.16 Governing Body & License****Met****Correction Deadline: 11/16/2017****Corrected on 4/25/2018****.16(e) - Previous citation has been corrected in that staff stated that use of the unlicensed space has ceased as requested.**

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures****Not Met****Finding**

591-1-1-.21(3) requires that the Center conduct drills for fire, tornado and other emergency situations. The fire drills will be conducted monthly and tornado and other emergency situation drills will be conducted every six months. The Center shall maintain documentation of the dates and times of these drills for two years. It was determined, that documentation of emergency drills was not available for review upon request on this date.

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**Correction Deadline: 4/25/2018**

<b>Safety</b>
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**591-1-1-.11 Discipline(CR)****Met****Comment**

Age-appropriate discussion and/or redirection observed.

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

**Comment**

Field trip documentation observed to be complete. The center does not transport the children during field trips. Documentation observed for families transporting their own children during field trips.

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

**Met**

**Correction Deadline: 11/21/2017**

**Corrected on 4/25/2018**

**.36(4)(a) - Previous citation has been corrected in that administrative staff stated that routine transportation is no longer conducted.**

**Correction Deadline: 11/17/2017**

**Corrected on 4/25/2018**

**.36(6) - Previous citation has been corrected in that administrative staff stated that routine transportation is no longer conducted.**

**Correction Deadline: 11/17/2017**

**Corrected on 4/25/2018**

**.36(7)(c) - Previous citation has been corrected in that administrative staff stated that routine transportation is no longer conducted.**

**Sleeping & Resting Equipment**

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

**Technical Assistance**

**Technical Assistance**

591-1-1-.30(2) - Consultant discussed safe sleep rules with administrative personnel and infant staff to ensure that cribs are kept free of blankets and toys. Unoccupied cribs were observed to have blankets and toys on this date.

**Correction Deadline: 4/25/2018**

**Correction Deadline: 11/16/2017**

**Corrected on 4/25/2018**

**.30(2)(c) - Previous citation has been corrected in that staff stated use of safety approved cribs for infant sleep.**

**Staff Records**

**Records Reviewed: 15**

**Records with Missing/Incomplete Components: 10**

Staff # 1

Not Met

Date of Hire: 10/23/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 2

Not Met

Date of Hire: 10/01/2017

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 3

Met

Date of Hire: 10/23/2017

Staff # 4

Not Met

Date of Hire: 03/28/2013

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 5

Not Met

Date of Hire: 06/05/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 6

Not Met

Date of Hire: 06/12/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 7

Met

Date of Hire: 02/01/2018

Staff # 8

Met

Date of Hire: 11/28/2016

Staff # 9

Met

Date of Hire: 06/09/2017

Staff # 10

Not Met

Date of Hire: 05/12/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing

Staff # 11

Not Met

Date of Hire: 12/01/2017

"Missing/Incomplete Components"

.14(2)-CPR missing,.14(2)-First Aid Missing,.33(3)-Health & Safety Certificate

Staff # 12

Not Met

Date of Hire: 11/20/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 13

Met

Date of Hire: 08/07/2017

Staff # 14

Not Met

Date of Hire: 02/13/2017

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 15

Not Met

Date of Hire: 02/22/2018

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

**Staff Credentials Reviewed: 15**

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

**Not Met**

**Comment**

Please ensure that all staff have a satisfactory comprehensive records check on file by October 1, 2018.

**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 one staff member did not have documentation of satisfactory records checks on file.

**Correction Deadline: 4/25/2018**

**Recited on 4/25/2018**

**Correction Deadline: 11/16/2017**

Corrected on 4/25/2018

.09(1)(d) - Previous citation has been corrected in that records check letters were dated within 12 months of hire.

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

**Not Met**

**Comment**

Please add antibiotic ointment and antiseptic solution to center first aid kit. Also please ensure that all staff providing care to children have current evidence of first aid and CPR on file. New staff should complete within 90 days of hire.

**Finding**

591-1-1-.14(1) requires the Center Director and, at any given time, at least fifty percent (50%) of the caregiver Staff to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid. The first aid training must be done by certified or licensed health care professionals or trainers and must deal with the provision of emergency care to infants and children. The Center shall maintain current evidence of the successful completion of such training which shall be available to the Department for inspection. It was determined, based on review of files, that the director and at least 50% of staff did not have evidence of CPR/first aid on file.

**Correction Deadline: 5/25/2018**

**591-1-1-.33 Staff Training**

**Not Met**

**Technical Assistance**

591-1-1-.33(3) - Please ensure that staff have completed health and safety orientation within 90 days of hire.

**Finding**

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined, based on review of files, that five staff did not have evidence of health and safety orientation on file.

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**Correction Deadline: 5/25/2018**

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

**Met**

**Comment**

Staff were observed to comply with applicable regulations.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

**Met**

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Met**

**Correction Deadline: 11/16/2017**

**Corrected on 4/25/2018**

**.32(7) - Previous citation has been corrected in that staff were observed to provide adequate supervision as required.**