



**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:** 5/6/2019    **VisitType:** Licensing Study    **Arrival:** 1:20 PM    **Departure:** 3:45 PM

**CCLC-32817**

**Montessori Scholars**

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

**Regional Consultant**

Shannon Curtis

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shannon.curtis@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.
05/06/2019	Licensing Study	Good Standing	
09/25/2018	Monitoring Visit	Good Standing	
05/23/2018	POI Follow Up	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	5	C	12	C	NA	NA	Feeding, Floor Play
Main	2R		0	0	C	16	C	NA	NA	Not In Use
Main	3R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	16	C	30	C	NA	NA	Nap, Transitioning
Main	4R	Three Year Olds and Four Year Olds and Five Year Olds and Six Year Olds and Over	2	19	C	31	C	NA	NA	Transitioning, Nap
Main	5R	Three Year Olds and Four Year Olds	1	11	C	29	C	NA	NA	Nap
Main	6R	One Year Olds and Two Year Olds	2	18	C	31	C	NA	NA	Nap
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: 69			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 visit and to follow up to the previous visit conducted on September 25, 2018.

Consultant discussed the CBC requirements on this date.

Consultant observed 2019 Licensed posted on this date.

Plan of Improvement: Developed This Date 05/06/2019

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.dec.state.ga.us/CCS/Regulations.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

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.

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#### 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](mailto: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.

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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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
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.state.ga.us](mailto:qualityrated@dec.state.ga.us)

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David Shohooki, Program Official

Date

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Shannon Curtis, Consultant

Date



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### Findings Report

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The following information is associated with a 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.

### Children's Records

**Records Reviewed: 5**

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

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

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

**Met**

**Comment**

Parent authorizations obtained/completed.

### Facility

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Technical Assistance**

Please be mindful of broken latches to drawers in classrooms on this date.

**Technical Assistance**

Please be mindful to keep items that pose a hazard inaccessible to children.

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

**Comment**

Playground observed to be clean and in good repair.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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**Health and Hygiene**

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

**Comment**

Hand washing requirements for diapering were discussed with the director on this date.

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

**Correction Deadline: 9/25/2018**

**Corrected on 5/6/2019**

**Previous citation corrected. Consultant observed staff to remind children to wash hands on this date.**

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

**Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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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 based on Consultant's observations the program did not have evidence of completed monthly fire drills as required on this date.

**POI (Plan of Improvement)**

The Center will hold the drills as required and keep the documentation of the drills on file for two years.

**Correction Deadline: 5/31/2019**

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

Observed all required posted notices.

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**591-1-1-.29 Required Reporting****Met****Comment**

Discussed reporting requirements.

**Safety**

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**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

Staff were observed to maintain a positive learning environment on this date.

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

Center does not participate in field trips at this time.

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

Center does not provide routine transportation.

**Sleeping & Resting Equipment**

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

Consultant discussed with Staff to please remove all items from cribs prior to a child in care accessing the crib on this date.

**Technical Assistance**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of sheets for cribs was discussed with the director on this date.

**Staff Records****Records Reviewed: 21****Records with Missing/Incomplete Components: 1**

Staff # 1

Met

Date of Hire: 03/26/2019

Staff # 2

Met

Date of Hire: 10/23/2017

Staff # 3

Met

Date of Hire: 10/01/2017

Staff # 4

Met

Date of Hire: 10/23/2017

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Staff # 5 Date of Hire: 09/06/2018	Met
Staff # 6 Date of Hire: 08/23/2018	Met
Staff # 7 Date of Hire: 03/28/2013	Met
Staff # 8 Date of Hire: 06/05/2017	Met
Staff # 9 Date of Hire: 03/20/2018	Met
Staff # 10 Date of Hire: 06/12/2017 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 11 Date of Hire: 02/01/2018	Met
Staff # 12 Date of Hire: 11/28/2016	Met
Staff # 13 Date of Hire: 06/09/2017	Met
Staff # 14 Date of Hire: 05/12/2017	Met
Staff # 15 Date of Hire: 12/01/2017	Met
Staff # 16 Date of Hire: 11/20/2017	Met
Staff # 17 Date of Hire: 08/16/2018	Met
Staff # 18 Date of Hire: 08/07/2017	Met
Staff # 19	Met

**Records Reviewed: 21**

**Records with Missing/Incomplete Components: 1**

Date of Hire: 09/07/2018

Staff # 20

Met

Date of Hire: 02/13/2017

Staff # 21

Met

Date of Hire: 08/19/2018

**Staff Credentials Reviewed: 21**

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

**Met**

**Comment**

Criminal record checks were observed to be complete for all staff on this date.

**Comment**

Director provided one file for employees hired since last visit on September 25, 2018 on this date.

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

**Met**

**Comment**

Complete first aid kits observed in center and on vehicles.

**Comment**

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

**Not Met**

**Comment**

Documentation observed of required staff training for 2018 on this date.

**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 one staff members did not have evidence of completed of health and safety orientation on file with a hire date of September 7, 2018 on this date.

**POI (Plan of Improvement)**

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

**Correction Deadline: 6/6/2019**

**Recited on 5/6/2019**

**Comment**

Discussed: Health and Safety Training is required for each staff member with direct care responsibilities within 90 calendar days of their hire date.

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

**Met**

**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.

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

**Met**

**Comment**

Adequate supervision observed on this date.