



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: 6/6/2019 **VisitType:** Licensing Study **Arrival:** 9:15 AM **Departure:** 11:45 AM

CCLC-39107

Primrose School of Buckhead

3355 Lenox Road, NE, Suite 100 Atlanta, GA 30326 Fulton County
 (404) 585-4854 director@primrosebuckhead.com

Regional Consultant

Emma Smith

Phone: (770) 357-5106

Fax: (770) 357-5107

emma.smith@decal.ga.gov

Mailing Address

Same

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.
06/06/2019	Licensing Study	Good Standing	
04/17/2019	Complaint Closure	Good Standing	
04/17/2019	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	A- 1L	Infants	2	5	C	8	C	NA	NA	Floor Play,Nap
Main	B- 2L	Infants	3	6	C	8	C	NA	NA	Floor Play
Main	C- 3L	One Year Olds and Two Year Olds	3	11	C	12	C	NA	NA	Floor Play
Main	D- 4L	One Year Olds and Two Year Olds	2	10	C	12	C	NA	NA	Music
Main	E- 5L	Four Year Olds and Five Year Olds	1	7	C	27	C	NA	NA	Art,Centers
Main	F- Middle	Three Year Olds	3	14	C	28	C	NA	NA	Circle Time
Main	G- 4R	Four Year Olds	3	14	C	30	C	NA	NA	Story
Main	H- 3R	Two Year Olds	3	10	C	27	C	NA	NA	Free Play
Main	I- 2R	One Year Olds and Two Year Olds	2	10	C	17	C	NA	NA	Snack
Main	J- 1R	Two Year Olds	3	12	C	20	C	NA	NA	Story
Total Capacity @35 sq. ft.: 189					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 99					Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	A- Infant/Tod	12	C
Main	B- Infant/Tod	6	C
Main	C- Preschool/PreK	36	C
Main	D- Preschool/PreK	13	C

Comments

The purpose of this visit is to conduct a Licensing Study and follow-up to the previous visit on 4/17/2019. The consultant left a 45-day POI Follow Up Letter for two staff members with the Director on this date.

Plan of Improvement: No Plan Developed

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.

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)



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

Lori Martin, Program Official

Date

Emma Smith, 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: 6/6/2019 **VisitType:** Licensing Study **Arrival:** 9:15 AM **Departure:** 11:45 AM

CCLC-39107

Primrose School of Buckhead

3355 Lenox Road, NE, Suite 100 Atlanta, GA 30326 Fulton County
(404) 585-4854 director@primrosebuckhead.com

Mailing Address
Same

Regional Consultant

Emma Smith

Phone: (770) 357-5106
Fax: (770) 357-5107
emma.smith@decal.ga.gov

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.

Comment

Equipment and furniture observed to be properly secured, as applicable.

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

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms

Met

Correction Deadline: 4/17/2019

Corrected on 6/6/2019

.06(1) - The previous citation was corrected on this date, The consultant observed all toilets in the three-year-old classrooms to be operable on this date.

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)

Met

Comment

No hazards observed accessible to children on this date.

Correction Deadline: 4/17/2019

Corrected on 6/6/2019

.25(3) - The previous citation was corrected on this date. The consultant observed all toilets to be operable in the center on this date.

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

Defer

Comment

Playground observed to be clean and in good repair.

Correction Deadline: 4/17/2019

Corrected on 6/6/2019

.26(2) - The previous citation was corrected on this date. The consultant observed playground capacity to be compliant on this date.

Health and Hygiene

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

Met

Comment

Proper diapering procedures observed.

Comment

Staff state proper knowledge of diapering procedures.

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

Met

Comment

Proper hand washing observed throughout the center.

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

Met

Comment

The Provider currently does not dispense/administer medication.

Policies and Procedures

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

Met

Comment

591-1-1-.21(3) The consultant observed documentation for fire drills and other emergency drills complete on this date. The consultant observed the last fire drill was completed on May 3, 2019.

591-1-1-.27 Posted Notices

Met

Comment

Observed all required posted notices.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Age-appropriate discussion and/or redirection observed.

Comment

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

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

Met

Comment

Center does not participate in field trips at this time.

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

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

Discussed SIDS and infant sleeping position.

Comment

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

Staff Records

Records Reviewed: 34

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 04/25/2016

Staff # 2

Met

Date of Hire: 02/12/2018

Staff # 3

Met

Date of Hire: 05/29/2019

Staff # 4

Met

Date of Hire: 02/23/2017

Staff # 5	Met
Date of Hire: 04/01/2019	
Staff # 6	Met
Date of Hire: 03/08/2019	
Staff # 7	Met
Date of Hire: 01/25/2019	
Staff # 8	Met
Date of Hire: 05/31/2019	
Staff # 9	Met
Date of Hire: 07/16/2018	
Staff # 10	Met
Date of Hire: 01/14/2014	
Staff # 11	Met
Date of Hire: 08/01/2016	
Staff # 12	Met
Date of Hire: 11/02/2018	
Staff # 13	Met
Date of Hire: 08/03/2016	
Staff # 14	Met
Date of Hire: 07/12/2018	
Staff # 15	Met
Date of Hire: 02/15/2016	
Staff # 16	Met
Date of Hire: 02/14/2019	
Staff # 17	Met
Date of Hire: 04/10/2019	
Staff # 18	Met
Date of Hire: 02/11/2019	
Staff # 19	Met
Date of Hire: 09/20/2018	

Staff # 20	Met
Date of Hire: 04/17/2019	
Staff # 21	Met
Date of Hire: 08/06/2016	
Staff # 22	Met
Date of Hire: 02/20/2018	
Staff # 23	Met
Date of Hire: 08/23/2018	
Staff # 24	Met
Date of Hire: 10/26/2016	
Staff # 25	Met
Date of Hire: 12/18/2016	
Staff # 26	Met
Date of Hire: 07/12/2018	
Staff # 27	Met
Date of Hire: 03/13/2019	
Staff # 28	Met
Date of Hire: 04/08/2019	
Staff # 29	Met
Date of Hire: 07/16/2018	
Staff # 30	Met
Date of Hire: 08/27/2018	
Staff # 31	Met
Date of Hire: 05/29/2018	
Staff # 32	Met
Date of Hire: 04/17/2019	
Staff # 33	Met
Date of Hire: 05/16/2019	
Staff # 34	Met
Date of Hire: 09/13/2018	

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

Technical Assistance

591-1-1-.09(1) - Director provided 5 file(s) for employees hired since last visit. 1 of 5 new hires have a National Satisfactory CRC waiting on out-of-state results. The consultant left a 45-day POI Follow Up letter with the director on this date.

Comment

Criminal record checks were observed to be complete for all staff on this date. Two staff have a National Satisfactory due to waiting on out of state results. The consultant left a 45-day POI FU letter with the Director on this date.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

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

Comment

Documentation observed of required staff training.

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.

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

Comment

Staff observed to provide direct supervision and be attentive to children's needs.