



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: 1/10/2019 **VisitType:** Initial Licensing Study **Arrival:** 9:45 AM **Departure:** 2:45 PM

CCLC-50326

Primrose School of Johns Creek Northwest

11130 Jones Bridge Rd. Alpharetta, GA 30022 Fulton County
 (770) 664-8911 jammopur@hotmail.com

Regional Consultant

Neli Todorova

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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.
01/10/2019	Initial Licensing Study	Good Standing	
			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.

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-Front-Infants	Infants	2	6	C	13	C	NA	NA	Floor Play,Free Play
Main	B-1L Back-Infants		0	0	C	12	C	NA	NA	
Main	C-2L-Young Toddlers	One Year Olds	2	8	C	15	C	NA	NA	Circle Time
Main	D-Front Middle-Early Preschool	Two Year Olds	2	9	C	29	C	NA	NA	Circle Time
Main	E-Back Right-4's & Up	Four Year Olds and Five Year Olds	2	9	C	25	C	34	C	Circle Time
Main	F-2R Front-Preschool-Front	Three Year Olds and Four Year Olds	1	12	C	22	C	31	C	Centers
Main	G-2R Back-Preschool	Three Year Olds and Four Year Olds	1	12	C	21	C	30	C	Centers
Main	H-1R Front- Pre K	PreK	2	20	C	18	NC	NA	NA	Centers
Main	I-1R Back-Pre K	PreK	2	20	C	18	NC	NA	NA	Centers
Total Capacity @35 sq. ft.: 173			Total Capacity @25 sq. ft.: 175							
Total # Children this Date: 96			Total Capacity @35 sq. ft.: 173			Total Capacity @25 sq. ft.: 175		Building @25 capacity limited by Insufficient Toilets/Sinks		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Field	38	C
Main	Infants	8	C
Main	Preschool	34	C
Main	Toddlers	36	C

Comments

Plan of Improvement: Developed This Date 01/10/2019

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.al.ga.gov/CCS/RulesAndRegulations.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

You have received permission to operate and the form received with this report is intended to serve as a temporary license which is **valid for thirty(30) days**. Your actual license/ will be emailed to you upon receipt of the licensing fee. You may pay the licensing fee either online at <http://www.dec.al.ga.gov/> or by certified check or money order mailed to: Bright from the Start, 2 Martin Luther King Jr. Drive SE, Suite 670 East Tower, Atlanta, GA 30334

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).

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

Pushpa Mopur, Program Official

Date

Neli Todorova, Consultant

Date



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Findings Report

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The following information is associated with a Initial Licensing Study:

Activities and Equipment

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

Technical Assistance

Technical Assistance

591-1-1-.12(4) - Please ensure that the computer monitors in classroom E-4's and Up are secured with velcro or a strap or removed from the classroom.

Correction Deadline: 1/10/2019

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

Met

Comment

On this date, the Center Director/Administrator stated that the program will not participate in Swimming activities. Consultant discussed Swimming requirements with Center Director/Administrator, prior to the visit and on this date. Consultant also stated to Center Director/Administrator that prior to participating in Swimming activities, in water two (2) feet in depth or greater, the Center is required to contact the assigned Bright from the Start: Regional Consultant, to discuss and review Swimming Rules.

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

Technical Assistance

Please ensure that the enrollment forms are completed in their entirety.

Facility**591-1-1-.06 Bathrooms****Not Met****Comment**

Please secure cleaning tools (i.e., broom, plunger) out of reach of children.

Finding

591-1-1-.06(4) requires a Center first licensed after March 1, 1991, and Centers that remodel or add to existing plumbing facilities, to have the bathroom area fully enclosed and ventilated to the outside of the building with either an open screened window or functioning exhaust fan and duct system and requires Centers without fully enclosed bathrooms to ensure there is adequate ventilation to control odors and adequate sanitation measures to prevent the spread of contagious diseases. It was determined based on consultant's observation that the exhaust vent in the the boy's bathroom in classroom E- Back Right- 4's and Up was not operating as it was not pulling the air in.

POI (Plan of Improvement)

The Center will fully enclose and ventilate bathroom areas, as required, and will provide adequate ventilation and sanitation in bathrooms that are not fully enclosed.

Correction Deadline: 2/9/2019

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.

591-1-1-.26 Playgrounds(CR)**Technical Assistance****Comment**

Discussed maintenance of resilient surface. Please fluff and redistribute.

Technical Assistance

591-1-1-.26(9) - Please ensure that the mats under the slides and the tire swing are flush with the surface and do not present a tripping hazard.

Correction Deadline: 1/10/2019

Food Service

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
 5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
 2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

Health and Hygiene**591-1-1-.10 Diapering Areas & Practices(CR)****Technical Assistance****Comment**

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

Technical Assistance

591-1-1-.10(1) - Please ensure that all exhaust vents in the diapering rooms are turned on during diapering.

Correction Deadline: 1/10/2019

591-1-1-.17 Hygiene(CR)**Not Met****Technical Assistance**

591-1-1-.17(7) - Please ensure that infants' hands are washed with warm water and soap after diapering.

Correction Deadline: 1/10/2019

Finding

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on consultant's observation that one staff in classroom C-2L did not wash her hands in between diapering three children in a row.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for handwashing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 1/10/2019

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

The Director reported no medication administered since the last visit and on this date. Discussed proper medication documentation and procedures.

Policies and Procedures

Technical Assistance

591-1-1-.21(1)(q) - Please ensure that the Safe Sleep policy is the Policies and Procedures, signed by the parent and in each Infant's file.

Correction Deadline: 1/15/2019

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

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

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Not Met****Comment**

A current/completed inspection was observed for all vehicles used in transporting children this date.

Comment

Complete documentation of transportation observed.

Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

Finding

591-1-1-.36(3)(a-b) requires any Center that provides any type of transportation to obtain two (2) hours of state-approved or state-accepted transportation training, biannually, for the Director and for each person responsible for or who participates in the transportation of children. The training shall include, but is not limited to, a review of the transportation rules, a review of approved transportation forms and procedures, and instruction on the usage and completion of the forms and procedures. This training may be counted as part of the annual training requirements for Staff. It was determined based on review of records that the Director and two staff involved in transporting the children did not have evidence of current Transportation training on file.

POI (Plan of Improvement)

The Center will ensure that the Director, Center Staff, and any person responsible for the transportation of children has completed the required transportation training.

Correction Deadline: 1/20/2019

Technical Assistance

591-1-1-.36(4)(b) - Please ensure that the vehicles; interior is cleaned on a regular basis.

Correction Deadline: 1/11/2019

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

Discussed SIDS and infant sleeping position.

Comment

On this date, Consultant observed 14 of 14 cribs that will be used for sleeping and resting, to meet Consumer Product Safety Commission (CPSC) and American Society for Testing and Materials International (ASTM) safety standards. Consultant also discussed all Infant Safe Sleeping and Resting requirements with Center Director and Owner, prior to the visit and on this date. Further, Consultant observed the correct number of cots, sheets and covers, and discussed cot disinfecting requirements with Center Director/Owner on this date.

Technical Assistance

591-1-1-.30(4) - Consultant discussed covering the cots stored in the classrooms with a sheet to prevent children's access to them.

Correction Deadline: 1/10/2019

Staff Records**Records Reviewed: 20****Records with Missing/Incomplete Components: 3**

Staff # 1 Not Met

Date of Hire: 08/10/2018

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 2 Met

Date of Hire: 10/15/2018

Staff # 3 Met

Date of Hire: 09/14/2018

Staff # 4 Met

Date of Hire: 07/31/2017

Staff # 5 Met

Date of Hire: 12/19/2018

Staff # 6 Met

Date of Hire: 08/28/2017

Staff # 7 Met

Date of Hire: 08/02/2018

Staff # 8 Met

Date of Hire: 08/01/2012

Staff # 9 Met

Date of Hire: 12/10/2018

Staff # 10 Met

Date of Hire: 04/13/2018

Staff # 11 Met

Date of Hire: 09/17/2018

Staff # 12 Met

Date of Hire: 08/28/2018

Staff # 13 Met

Records Reviewed: 20**Records with Missing/Incomplete Components: 3**

Date of Hire: 03/21/2017

Staff # 14

Not Met

Date of Hire: 03/30/2015

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing, .36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 15

Not Met

Date of Hire: 08/13/2018

"Missing/Incomplete Components"

.36(3)(a-b)-2 hrs. Transportation Training missing, .36(3)(a-b)-2 hrs. Transportation Training missing

Staff # 16

Met

Date of Hire: 10/08/2018

Staff # 17

Met

Date of Hire: 12/19/2018

Staff # 18

Met

Date of Hire: 07/30/2018

Staff # 19

Met

Date of Hire: 11/20/2017

Staff # 20

Met

Date of Hire: 05/10/2018

Staff Credentials Reviewed: 20**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Consultant discussed that staff without Comprehensive Background check clearance need to be supervised by staff with Comprehensive Background Check clearance.

Comment

Criminal record checks were observed to be complete for 20 staff.

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-.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**

A supervision plan was created on this date- due to the diaper changing tables facing the wall, additional staff will be available in the classrooms during diapering.

Comment

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