



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: 9/4/2019 **VisitType:** Licensing Study **Arrival:** 8:45 AM **Departure:** 12:40 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

Shannon Curtis

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shannon.curtis@decal.ga.gov

Mailing Address

Same

Quality Rated: No

<u>Compliance Zone Designation</u>			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.
09/04/2019	Licensing Study	Good Standing	
04/29/2019	Incident Investigation Closure	Good Standing	
04/26/2019	Incident 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-Front-Infants	Infants	1	3	C	13	C	NA	NA	Floor Play
Main	B-1L Back-Infants		0	0	C	12	C	NA	NA	Not In Use
Main	C-2L-Young Toddlers	One Year Olds	2	4	C	15	C	NA	NA	Circle Time
Main	D-Front Middle-Early Preschool	Two Year Olds	4	17	C	29	C	NA	NA	Circle Time
Main	E-Back Right-4's & Up		0	0	C	25	C	34	C	Not In Use
Main	F-2R Front-Preschool-Front	Three Year Olds	2	14	C	22	C	31	C	Centers
Main	G-2R Back-Preschool	PreK	0	0	C	21	C	30	C	Not In Use
Main	H-1R Front- Pre K	PreK	2	16	C	18	C	NA	NA	Circle Time
Main	I-1R Back-Pre K	PreK	2	13	C	18	C	NA	NA	Snack
Total Capacity @35 sq. ft.: 173			Total Capacity @25 sq. ft.: 175							
Total # Children this Date: 67			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

The purpose of this visit was to conduct a licensing study visit and to follow up to the previous visit conducted on April 26, 2019.

Consultant provided information for the proposed rule changes webinar on this date via email.

Consultant provided contact information on this date.

Plan of Improvement: Developed This Date 09/04/2019

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

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

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

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

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)	Met
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Comment

No hazards observed accessible to children on this date.

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

Playground observed to be clean and in good repair.

Food Service

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Proper diapering procedures observed.

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

Consultant discussed with the Director to ensure warm water is accessible throughout the facility on this date.

Comment

There were no children enrolled on this date. Proper hand washing of children and staff was discussed with the director on this date.

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

Documentation for medication dispensing observed complete.

Policies and Procedures

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

Program observed complete emergency drills as of August 14, 2019 on this date.

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

Please make sure that all required signs are posted and up to date.

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

Discussed reporting requirements.

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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)

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.

Correction Deadline: 9/30/2019

Corrected on 9/4/2019

Previous citation corrected. Consultant observed evidence of completed transportation training for all drivers designated to transport children in care on this date.

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: 12

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 07/15/2019

Staff # 2

Met

Date of Hire: 06/12/2019

Staff # 3

Met

Date of Hire: 04/09/2019

Staff # 4

Met

Records Reviewed: 12**Records with Missing/Incomplete Components: 0**

Date of Hire: 08/21/2013

Staff # 5

Met

Date of Hire: 01/23/2019

Staff # 6

Met

Date of Hire: 08/28/2018

Staff # 7

Met

Date of Hire: 07/31/2019

Staff # 8

Met

Date of Hire: 12/14/2018

Staff # 9

Met

Date of Hire: 12/14/2018

Staff # 10

Met

Date of Hire: 08/05/2019

Staff # 11

Met

Date of Hire: 06/12/2019

Staff # 12

Met

Date of Hire: 11/20/2017

Staff Credentials Reviewed: 4**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided two files for employees hired since last visit on April 26, 2019.

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

Complete first aid kits observed in center and on vehicles.

591-1-1-.33 Staff Training**Not Met****Technical Assistance**

Please ensure completed orientation checklists are documented and signed for all staff members.

Comment

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

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on review of staff files that veteran staff did not have valid evidence of completed ten clock hours of annual training for 2018 on this date.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 12/31/2019

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

Discussed with the Director that all lead staff must have a copy of credentials on file on this date.

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**

Adequate supervision observed on this date.