



**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:** 4/17/2017    **VisitType:** Licensing Study    **Arrival:** 9:00 AM    **Departure:** 11:45 AM

**CCLC-39145**

**Glennville Head Start**

119 Veteran's Drive Glennville, GA 30427 Tattnall County  
(912) 654-1170 mnorman@coastalgacaa.org

**Regional Consultant**

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@dec.al.ga.gov

**Mailing Address**

Same

<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.
04/17/2017	Licensing Study	Good Standing	
10/20/2016	Monitoring Visit	Good Standing	
02/26/2016	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	Main	Three Year Olds and Four Year Olds and Five Year Olds	2	15	C	0	NC	NA	NA	Centers, Transitioning, Outside, Story, Circle Time
Total Capacity @35 sq. ft.: 0					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 15			Total Capacity @35 sq. ft.: 0			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance

**Comments**

The center director stated that no new staff has been hired since the last visit on this date. On this date the consultant and director discussed that all required records need to be on site this includes children's records. Due to the consultant having printer problems a copy of the report was email and a hard copy will be mailed to the center.

Plan of Improvement: Developed This Date 04/17/2017

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.



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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@decal.ga.gov](mailto:CCSRefutations@decal.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://decal.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.

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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)

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Denise Lynch, Program Official

Date

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Kesha McNeal, 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**

Discussed-Rotation Support Disinfecting

**Comment**

Observed-Variety Throughout Center

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

**N/A**

**Comment**

No Swimming Activities Provided

### Children's Records

**591-1-1-.23 Parental Authorization**

**Met**

**Comment**

Parent Authorizations Obtained/Completed

### Facility

**591-1-1-.06 Bathrooms**

**Met**

**Comment**

Observation-Clean and Well Maintained

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

**Met**

**Comment**

Observation-No Hazards Accessible

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

**Comment**

Discussed-Fluff/Redistribute Surface

**Food Service**

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

**Comment**

Menu Meets USDA Guidelines

**Health and Hygiene**

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

**Comment**

There were no diapering children enrolled in the program on this date. Proper diaper facilities were observed with warm running water and proper ventilation.

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

**Comment**

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR) N/A

**Comment**

Discussed-Documentation/Procedures. On this date the center director stated that no medication is being dispensed on this date.

**Safety**

591-1-1-.05 Animals N/A

**Comment**

No Animals Kept

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

**Comment**

Observed-Positive Learning Environment

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

**Comment**

Observed-Complete Documentation

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

**Comment**

No Routine Transportation Provided

**Sleeping & Resting Equipment**

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

**Comment**

Correct number of cots; disinfecting discussed

**Staff Records**

Staff # 1

Not Met

"Missing/Incomplete Components"

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

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

**Met**

**Comment**

Criminal Records Check complete

**Comment**

No new hires

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

**Not Met**

**Finding**

591-1-1-.14(1) requires the Center Director to successfully complete a biennial training program in cardiopulmonary resuscitation (CPR) and a triennial training program in first aid that is conducted by certified or licensed health care professionals and deals with the provision of emergency care to infants and children. In addition, at least fifty percent (50%) of the caregiver Staff shall have completed such training at any given time. It was determined based on the consultant's review of records that the director did not have current evidence of cardiopulmonary resuscitation (CPR) and a triennial training program in first aid on this date.

**POI (Plan of Improvement)**

The Center director and at least 50% of the caregiver Staff will complete the needed training. The director will send written verification to the consultant upon completion and will develop a plan to ensure that at least 50% of the caregiver Staff have completed this training at any given time.

**Correction Deadline: 5/17/2017**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Adequate Supervision