



**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: 9/17/2020 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 12:30 PM

CCLC-1786

Ware County Head Start Center

1235 McDonald Street Waycross, GA 31501 Ware County
(912) 285-1844 jmercer@myactionpact.org

Regional Consultant

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@decal.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

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.
09/17/2020	Licensing Study	Good Standing	
06/01/2020	Complaint Investigation by Phone	Good Standing	
03/10/2020	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	1 Head Start Hall	Three Year Olds and Four Year Olds	3	10	C	22	C	NA	NA	Centers
Main	1 Pre-K Hall	PreK	3	14	C	21	C	NA	NA	Centers
Main	10 Multi Purpose		0	0	C	22	C	NA	NA	Not In Use
Main	11 Sensory Room		0	0	C	22	C	NA	NA	Not In Use
Main	12 Extended Care		0	0	C	22	C	NA	NA	Not In Use
Main	13 Outside Hall		0	0	C	21	C	NA	NA	Not In Use
Main	14 Outside Hall		0	0	C	21	C	NA	NA	Not In Use
Main	15 Outside Hall		0	0	C	21	C	NA	NA	Not In Use
Main	2 Head Start Hall	Three Year Olds	2	11	C	21	C	NA	NA	Centers
Main	2 Pre-K Hall	PreK	3	13	C	21	C	NA	NA	Centers
Main	3 Head Start Hall	Three Year Olds	2	10	C	21	C	NA	NA	Circle Time
Main	3 Pre-K Hall	PreK	2	10	C	22	C	NA	NA	Centers
Main	4 Head Start Hall	Four Year Olds	3	2	C	21	C	NA	NA	Art
Main	4 Pre-K Hall		0	0	C	22	C	NA	NA	Not In Use
Main	5 Head Start Hall		0	0	C	24	C	NA	NA	Not In Use
Main	6 Head Start Hall	Three Year Olds and Four Year Olds	3	12	C	24	C	NA	NA	Centers
Main	7 Head Start Hall	Three Year Olds and Four Year Olds	2	11	C	21	C	NA	NA	Circle Time
Main	8 Head Start Hall	Three Year Olds and Four Year Olds	2	8	C	21	C	NA	NA	Centers
Main	9 Head Start Hall		0	0	C	22	C	NA	NA	Not In Use


Total Capacity @35 sq. ft.: 412		Total Capacity @25 sq. ft.: 0	
Total # Children this Date: 101	Total Capacity @35 sq. ft.: 412	Total Capacity @25 sq. ft.: 0	
Building	Playground	Playground Occupancy	Playground Compliance
Main	Plygrd - Main	204	C

Comments

The Administrative Review was completed on 09-17-2020. The findings was discussed with the center director. The cover page was emailed to the center director requesting a date and signature and to be returned to the consultant by noon tomorrow. The Virtual Visit was scheduled for 09-21-2020.

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.decal.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@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.

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

Jeana Mercer, Program Official

Date

Connie Boatright, 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: 9/17/2020 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 12:30 PM

CCLC-1786

Ware County Head Start Center

1235 McDonald Street Waycross, GA 31501 Ware County
(912) 285-1844 jmercer@myactionpact.org

Mailing Address
Same

Regional Consultant

Connie Boatright

Phone: (912) 544-9701
Fax: (912) 544-9700
connie.boatright@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Met

Comment

The consultant observed a variety of age appropriate activities through out the center.

Correction Deadline: 9/17/2020

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

Met

Comment

Toys and equipment was observed to be clean and in good repair.

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 agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

Facility

591-1-1-.06 Bathrooms**Met****Comment**

Bathrooms observed to be clean and well maintained.

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**

Center appears clean and well maintained.

Comment

No hazards observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)**Met****Correction Deadline: 3/24/2020****Corrected on 9/17/2020****.26(6) - The previous citation was observed to be corrected on this date.****Correction Deadline: 3/24/2020****Corrected on 9/17/2020****.26(9) - The previous citation was observed to be corrected on this date.**

Food Service

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

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

Health and Hygiene

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

Documentation for medication dispensing observed complete.

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**

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

Staff # 1	Met
Date of Hire: 07/28/2008	
Staff # 2	Met
Date of Hire: 07/20/2009	
Staff # 3	Met
Date of Hire: 07/29/2015	
Staff # 4	Met
Date of Hire: 07/24/2006	
Staff # 5	Not Met
Date of Hire: 02/24/2020	

"Missing/Incomplete Components"

.33(3)-Health & Safety Certificate

Staff # 6	Met
Date of Hire: 10/22/2019	
Staff # 7	Met
Date of Hire: 09/11/2013	
Staff # 8	Met
Date of Hire: 01/29/2019	
Staff # 9	Met
Date of Hire: 07/27/2020	
Staff # 10	Met
Date of Hire: 10/13/1992	
Staff # 11	Met
Date of Hire: 07/17/2019	
Staff # 12	Met
Date of Hire: 08/28/2007	
Staff # 13	Met
Date of Hire: 08/30/2018	
Staff # 14	Met
Date of Hire: 03/12/2019	
Staff # 15	Met
Date of Hire: 10/07/2019	
Staff # 16	Met
Date of Hire: 10/21/2019	
Staff # 17	Met
Date of Hire: 10/21/2019	
Staff # 18	Met
Date of Hire: 04/10/2014	
Staff # 19	Met
Date of Hire: 09/07/2010	
Staff # 20	Met

Date of Hire: 07/29/2019

Staff # 21 Met

Date of Hire: 08/15/2019

Staff # 22 Met

Date of Hire: 11/18/2019

Staff # 23 Met

Date of Hire: 07/31/2017

Staff # 24 Met

Date of Hire: 02/10/2020

Staff # 25 Met

Date of Hire: 10/16/2001

Staff # 26 Met

Date of Hire: 07/28/2008

Staff # 27 Met

Date of Hire: 02/10/2020

Staff # 28 Met

Date of Hire: 09/19/2016

Staff # 29 Met

Date of Hire: 07/31/2017

Staff # 30 Met

Date of Hire: 05/03/1995

Staff # 31 Met

Date of Hire: 12/16/2019

Staff # 32 Met

Date of Hire: 09/08/2020

Staff # 33 Met

Date of Hire: 07/29/2019

Staff # 34 Met

Date of Hire: 03/29/2019

Staff # 35 Met

Date of Hire: 08/19/2013

Staff # 36 Date of Hire: 01/10/2008	Met
Staff # 37 Date of Hire: 02/25/2019	Met
Staff # 38 Date of Hire: 01/27/2015	Met
Staff # 39 Date of Hire: 02/25/2019	Met
Staff # 40 Date of Hire: 07/30/2018	Met
Staff # 41 Date of Hire: 01/07/2019	Met
Staff # 42 Date of Hire: 08/22/2005	Met
Staff # 43 Date of Hire: 04/11/2016	Met

Staff Credentials Reviewed: 15

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 5 file(s) for employees hired since last visit.

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

Comment

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

Correction Deadline: 3/31/2020

Corrected on 9/17/2020

.14(2) - The previous citation was observed to be corrected.

591-1-1-.33 Staff Training Defer

Defer

591-1-1-.33(3)-The previous citation was deferred to the next visit.

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: 3/31/2020

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.