



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: 1/20/2021 **VisitType:** Monitoring Visit **Arrival:** 9:30 AM **Departure:** 10:45 AM

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		
01/20/2021	Monitoring Visit	Good Standing
09/17/2020	Licensing Study	Good Standing
06/01/2020	Complaint Investigation by Phone	Good Standing

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.

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 HS Inclusion	Two Year Olds and Three Year Olds and Four Year Olds	2	13	C	21	C	NA	NA	Centers
Main	1 Pre-K	PreK	2	13	C	31	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	1a Head Start Hall		0	0	C	22	C	NA	NA	Not In Use
Main	2 HS Inclusion	One Year Olds and Two Year Olds and Three Year Olds	3	14	C	21	C	NA	NA	Music,Circle Time
Main	2 Pre-K	PreK	3	11	C	25	C	NA	NA	Centers
Main	2a Head Start Hall		0	0	C	21	C	NA	NA	Not In Use
Main	3 HS Inclusion	One Year Olds and Two Year Olds and Three Year Olds	3	13	C	22	C	NA	NA	Circle Time,Centers
Main	3 Pre-K	PreK	2	13	C	25	C	NA	NA	Centers
Main	3a Head Start Hall		0	0	C	21	C	NA	NA	Not In Use
Main	4 HS Inclusion	Three Year Olds and Four Year Olds	3	5	C	22	C	NA	NA	Centers
Main	4a Head Start Hall		0	0	C	21	C	NA	NA	Not In Use
Main	5 Head Start Hall		0	0	C	21	C	NA	NA	Not In Use

Main	5a Head Start Hall	Three Year Olds and Four Year Olds	2	14	C	24	C	NA	NA	Centers
Main	6 Head Start Hall	Three Year Olds and Four Year Olds	3	14	C	21	C	NA	NA	Centers
Main	7 Head Start Hall	Three Year Olds and Four Year Olds	3	15	C	24	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 471						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 125			Total Capacity @35 sq. ft.: 471			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Plygrd - Main	204	C

Comments

The Administrative Review was completed on 01-19-2021 and the Virtual Visit was completed on 01-20-2021. The center director stated no medication has been administered since the consultant's last visit, no field trips or routine transportation is provided. There has been 2 new staff members hired since the consultant's last visit.

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

Jeana Mercer, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

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.

Facility

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) **Met**

Comment

Both playgrounds are closed until further notice. The center is putting down rubber padded mulch and will reopen as soon as repairs are complete.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

Comment

The center currently has no diapering children enrolled.

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

Proper hand washing observed throughout the center.

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

The center director stated no medication is administered.

Safety**591-1-1-.05 Animals****Met****Comment**

Center does not keep animals on premises.

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

The center currently does not have any diapering children enrolled.

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: 54****Records with Missing/Incomplete Components: 2**

Staff # 1	Met
Date of Hire: 07/28/2008	
Staff # 2	Met
Date of Hire: 07/20/2009	
Staff # 3	Met
Date of Hire: 08/01/2020	
Staff # 4	Met
Date of Hire: 07/29/2015	

Staff # 5 Date of Hire: 07/24/2006	Met
Staff # 6 Date of Hire: 02/24/2020 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 7 Date of Hire: 10/22/2019	Met
Staff # 8 Date of Hire: 09/11/2013	Met
Staff # 9 Date of Hire: 01/29/2019	Met
Staff # 10 Date of Hire: 07/27/2020	Met
Staff # 11 Date of Hire: 10/13/1992	Met
Staff # 12 Date of Hire: 07/17/2019	Met
Staff # 13 Date of Hire: 08/28/2007	Met
Staff # 14 Date of Hire: 08/30/2018	Met
Staff # 15 Date of Hire: 03/12/2019	Met
Staff # 16 Date of Hire: 10/07/2019	Met
Staff # 17 Date of Hire: 07/31/2017	Met
Staff # 18 Date of Hire: 10/21/2019	Met
Staff # 19	Met

Date of Hire: 07/31/2017

Staff # 20 Met

Date of Hire: 12/11/2011

Staff # 21 Met

Date of Hire: 10/21/2019

Staff # 22 Met

Date of Hire: 04/10/2014

Staff # 23 Met

Date of Hire: 09/07/2010

Staff # 24 Met

Date of Hire: 05/01/2002

Staff # 25 Met

Date of Hire: 07/29/2019

Staff # 26 Met

Date of Hire: 08/15/2019

Staff # 27 Met

Date of Hire: 11/18/2019

Staff # 28 Met

Date of Hire: 01/06/2003

Staff # 29 Met

Date of Hire: 07/31/2017

Staff # 30 Met

Date of Hire: 02/10/2020

Staff # 31 Met

Date of Hire: 10/16/2001

Staff # 32 Met

Date of Hire: 07/28/2008

Staff # 33 Met

Date of Hire: 02/10/2020

Staff # 34 Met

Date of Hire: 09/19/2016

Staff # 35 Date of Hire: 07/29/2019	Met
Staff # 36 Date of Hire: 07/31/2017	Met
Staff # 37 Date of Hire: 01/20/2020	Met
Staff # 38 Date of Hire: 05/03/1995	Met
Staff # 39 Date of Hire: 08/01/2016	Met
Staff # 40 Date of Hire: 12/16/2019	Met
Staff # 41 Date of Hire: 09/08/2020 <u>"Missing/Incomplete Components"</u> .33(3)-Health & Safety Certificate	Not Met
Staff # 42 Date of Hire: 03/29/2019	Met
Staff # 43 Date of Hire: 08/19/2013	Met
Staff # 44 Date of Hire: 03/29/2019	Met
Staff # 45 Date of Hire: 10/17/2002	Met
Staff # 46 Date of Hire: 01/10/2008	Met
Staff # 47 Date of Hire: 02/25/2019	Met
Staff # 48 Date of Hire: 01/27/2015	Met
Staff # 49	Met

Date of Hire: 02/25/2019

Staff # 50 Met

Date of Hire: 01/11/2021

Staff # 51 Met

Date of Hire: 07/30/2018

Staff # 52 Met

Date of Hire: 01/07/2019

Staff # 53 Met

Date of Hire: 08/22/2005

Staff # 54 Met

Date of Hire: 04/11/2016

Staff Credentials Reviewed: 14

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided 2 file(s) for employees hired since last visit.

591-1-1-.33 Staff Training Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on the consultants review of all staff files that two staff members have been hired more than 90 days and do not have the required health & safety training as required.

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: 2/1/2021

Recited on 1/20/2021

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.

Comment

Adequate supervision observed on this date.