



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: 4/9/2019 **VisitType:** Monitoring Visit **Arrival:** 10:45 AM **Departure:** 12:30 PM

CCLC-27904

Hallmark Heights Head Start

605 Hightower Street Valdosta, GA 31601 Lowndes County
(229) 244-7773 ajohnson@cpheadstart.org

Regional Consultant

Beth Houtz

Phone: (229) 238-2130

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beth.houtz@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.
04/09/2019	Monitoring Visit	Good Standing	
09/25/2018	Licensing Study	Good Standing	
02/27/2018	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	Rm A	PreK	2	19	C	21	C	NA	NA	Outside
Main	Rm B	Four Year Olds	2	14	C	21	C	NA	NA	Outside
Main	Rm C	Four Year Olds	2	14	C	20	C	NA	NA	Transitioning,Out side
Main	Rm D	Four Year Olds	2	15	C	21	C	NA	NA	Transitioning,Out side
Main	Rm E	Four Year Olds	2	15	C	20	C	NA	NA	Transitioning,Story
		Total Capacity @35 sq. ft.: 103			Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 77		Total Capacity @35 sq. ft.: 103			Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground 1	98	C

Comments

The purpose of today's visit is a monitoring visit. The center is a Head Start Program that serves children ages 3-5 years old. The center does not provide transportation.

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

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.state.ga.us/CCS/RuleAndRegulations.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

Antranette Johnson, Program Official

Date

Beth Houtz, 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)

Technical Assistance

Comment

A variety of equipment and toys were observed throughout the center.

Technical Assistance

591-1-1-.12(4) - The consultant observed a computer monitor in classroom D to be located on top of a milk crate and not secured. This location presents a potential falling hazard. The consultant discussed with the director about securing the monitor to ensure it does not pose a hazard.

Correction Deadline: 4/9/2019

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)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that the following hazards were accessible to children in care.

- In classroom A there was a toilet cleaning brush accessible in both the girls and boys bathrooms. Additionally, the closet door was not locked and inside the closet a purse, two brooms, and a dust pan were accessible.
- In classroom B there were two bottles of cleaner labeled "Keep Out of Reach of Children" under the handwashing sink. Additionally, the closet was not locked and a broom, dust pan, and purse were accessible.
- In classroom C there was a bottle of cleaner labeled "Keep Out of Reach of Children" under the handwashing sink. In the classroom next to the computer monitor was a bottle of hand sanitizer. Additionally, there was a toilet cleaning brush inside of a plastic bag accessible in both the girls and boys bathrooms and a plunger in a plastic bag was in the boys bathroom.
- In classroom D there were two bottles of Lysol spray, two containers of Instant Absorbent, and a bottle of 1000 Enzyme cleaner under the handwashing sink and accessible to children. Additionally, in both the girls and boys bathrooms there was a toilet cleaning brush accessible.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 4/9/2019

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

Trees located on the site may have structural issues that present an elevated level of risk. Consider having these trees inspected by a certified arborist to determine their structural integrity and associated levels of risk. The consultant observed a tree on the playground to the left of the art easel to be hollowed out at the bottom. The consultant discussed with the director about having the tree inspected.

Technical Assistance

591-1-1-.26(9) - The consultant observed a spindly raised root on the playground between the art easel and the fence presenting a possible tripping hazard. The director stated that the root would be removed.

Correction Deadline: 4/9/2019

Health and Hygiene

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

There were no diapered children enrolled in the program on this date.

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

Proper hand washing observed throughout the center.

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

The Provider currently does not dispense/administer medication.

Safety

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

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

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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: 17**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 03/04/2016	
Staff # 2	Met
Date of Hire: 07/28/2014	
Staff # 3	Met
Date of Hire: 05/30/2017	
Staff # 4	Met
Date of Hire: 05/04/2018	
Staff # 5	Met
Date of Hire: 08/24/2016	
Staff # 6	Met
Date of Hire: 02/15/2017	
Staff # 7	Met
Date of Hire: 03/06/2019	
Staff # 8	Met
Date of Hire: 01/25/2019	
Staff # 9	Met
Date of Hire: 09/26/2016	
Staff # 10	Met
Date of Hire: 02/16/2016	
Staff # 11	Met
Date of Hire: 08/31/2018	

Records Reviewed: 17

Records with Missing/Incomplete Components: 0

Staff # 12	Met
Date of Hire: 09/07/2016	
Staff # 13	Met
Date of Hire: 08/27/2018	
Staff # 14	Met
Date of Hire: 03/06/2018	
Staff # 15	Met
Date of Hire: 05/04/2015	
Staff # 16	Met
Date of Hire: 11/08/2018	
Staff # 17	Met
Date of Hire: 07/31/2018	

Staff Credentials Reviewed: 17

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

Comment

Criminal record checks were observed to be complete.

Comment

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

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

Center observed to maintain appropriate staff:child ratios.