



**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:** 3/6/2019    **VisitType:** Licensing Study    **Arrival:** 10:10 AM    **Departure:** 1:40 PM

**CCLC-30351**

**Washington County Head Start Davisboro Center**

216 Steel Creek Road Davisboro, GA 31018 Washington County  
(478) 348-6985 e.hines@nbpw.org

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

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**Mailing Address**

P. O. Box 896  
Sandersville, GA 31082

**Quality Rated:** ★ ★ ★

<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.
03/06/2019	Licensing Study	Good Standing	
09/10/2018	Monitoring Visit	Good Standing	
03/26/2018	Licensing Study	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	1-3 yr olds	Three Year Olds	2	15	C	18	C	NA	NA	Centers
Main	2-3 yr olds	Three Year Olds	2	15	C	18	C	NA	NA	Centers
Main	3-3-4-yr olds	PreK	1	16	C	19	C	NA	NA	Centers
Main	4-3-4Yr olds	PreK	2	18	C	19	C	NA	NA	Centers
Main	5-3-4 Yr. olds	Three Year Olds and Four Year Olds	2	13	C	18	C	NA	NA	Centers
Main	6-3 Yr olds	Three Year Olds and Four Year Olds	2	13	C	18	C	NA	NA	Centers
Main	7-3-4 Yr olds	Three Year Olds and Four Year Olds	2	14	C	18	C	NA	NA	Centers
Main	8-3 Yr olds	Three Year Olds and Four Year Olds	2	18	C	18	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 146

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 122

Total Capacity @35 sq. ft.: 146

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	191	C

### Comments

The purpose of today's visit is to conduct a Licensing Study.

The director stated that they do not administer medications or provide swimming activities.

The center is three star Quality Rated.

A one-day letter and affidavit were left at the center on this date.

Plan of Improvement: To Be Submitted 03/20/2019

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.

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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@dec.al.ga.gov](mailto: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.

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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)



**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.decal.ga.gov/>  
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@decal.ga.gov](mailto:qualityrated@decal.ga.gov)

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Erica Hines, Program Official

Date

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Laura Johnson, 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)**

**N/A**

**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**

Records were observed to be complete and well organized.

**Facility**

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

**Comment**

Bathrooms observed to be clean and well maintained.

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

**Comment**

Licensed capacity observed to be routinely met by center.

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

**Comment**

Center appears clean and well maintained.

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

**Comment**

Playground observed to be clean and in good repair.

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**Food Service**

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

**Comment**

Center menu meets USDA guidelines.

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

**Comment**

Kitchen appears clean and well organized.

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**Health and Hygiene**

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

**Comment**

There are no diapered children enrolled.

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

**Comment**

Proper hand washing observed throughout the center.

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

**Comment**

The Provider currently does not dispense/administer medication.

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**Policies and Procedures**

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

**Comment**

591-1-1-.21(3)- Emergency drills documentation was complete and well organized.

**Correction Deadline: 3/11/2019**

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

**Comment**

Observed all required posted notices.

## Safety

### 591-1-1-.05 Animals

N/A

#### 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

Complete documentation of transportation observed.

#### Comment

The vehicle had an approved fire extinguisher and first aid kit on this date.

## 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: 23

Records with Missing/Incomplete Components: 4

Staff # 1	Met
Date of Hire: 09/01/1998	
Staff # 2	Met
Date of Hire: 09/12/2016	
Staff # 3	Met
Date of Hire: 08/11/2015	
Staff # 4	Met
Date of Hire: 08/04/1999	
Staff # 5	Met
Date of Hire: 08/19/1997	
Staff # 6	Met
Date of Hire: 04/16/2010	
Staff # 7	Not Met

Date of Hire: 09/03/2000

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 8 Met

Date of Hire: 08/28/2008

Staff # 9 Met

Date of Hire: 11/11/2003

Staff # 10 Met

Date of Hire: 10/26/2006

Staff # 11 Met

Date of Hire: 07/25/2016

Staff # 12 Met

Date of Hire: 08/28/2017

Staff # 13 Met

Date of Hire: 08/10/2017

Staff # 14 Met

Date of Hire: 10/11/2006

Staff # 15 Met

Date of Hire: 08/16/1978

Staff # 16 Met

Date of Hire: 08/24/1998

Staff # 17 Not Met

Date of Hire: 08/16/2000

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 18 Met

Date of Hire: 09/15/2015

Staff # 19 Not Met

Date of Hire: 07/25/2016

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 20 Not Met

Date of Hire: 08/28/1996

"Missing/Incomplete Components"

.09-Criminal Records Check Missing

Staff # 21

Met

Date of Hire: 11/01/2017

Staff # 22

Met

Date of Hire: 03/11/2015

Staff # 23

Met

Date of Hire: 07/01/2004

**Staff Credentials Reviewed: 23**

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

**Not Met**

**Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that four staff members were present and had not submitted a Records Check Application to the Department and fingerprints to authorized fingerprinting site.

**Correction Deadline: 3/6/2019**

**Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that four employees were present with no valid and current satisfactory Comprehensive Records Check Determination on file.



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

**Comment**

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

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Documentation observed of required staff training.

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

**Comment**

Staff observed to be compliant with applicable laws and regulations.

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

**Comment**

Center observed to maintain appropriate staff:child ratios.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs.