



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: 11/19/2020 **VisitType:** Licensing Study

Arrival: 11:00 AM

Departure: 12:00 PM

CCLC-35234

Dublin Head Start

1014 MLK Jr. Dr. Dublin, GA 31040 Laurens County
 (478) 272-2866 shataviaholmes.mgcaa@gmail.com

Mailing Address

P.O. Box 4025
 Dublin, GA 31040

Regional Consultant

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@dec.al.ga.gov

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.
11/19/2020	Licensing Study	Good Standing	
03/05/2020	Monitoring Visit	Good Standing	
10/22/2019	Licensing Study	Good Standing	
			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	Room 1		0	0	C	19	C	NA	NA	Clean Up, Not In Use
Main	Room 2		0	0	C	20	C	NA	NA	Not In Use
Main	Room 3		0	0	C	19	C	NA	NA	
Main	Room 4		0	0	C	19	C	NA	NA	
Main	Room 5		0	0	C	19	C	NA	NA	

Total Capacity @35 sq. ft.: 96

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 0

Total Capacity @35 sq. ft.: 96

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Only one	52	C

Comments

An Administrative Review was conducted on November 19, 2020. Staff files, children's files, training, and background checks were all reviewed.

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/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://www.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

William Goforth, Program Official

Date

Laura Johnson, Consultant

Date



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Findings Report

Date: 11/19/2020 **VisitType:** Licensing Study

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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.

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on November 23, 2020.

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: 1

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Not Met
<u>"Missing/Incomplete Components"</u>	
.08(1)-Emergency Contact information Missing	
Child # 5	Met

Technical Assistance

591-1-1-.08(1) - The consultant spoke with the center about ensuring that the enrollment application included the address for any person to whom the child may be released to.

Correction Deadline: 11/19/2020

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**

Correction Deadline: 3/5/2020

Corrected on 11/19/2020

.25(13) - This citation was corrected during a virtual visit on November 23, 2020. No hazardous materials were observed accessible to the children in care on this date.

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

Playground observed to be clean and in good repair.

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)****Not Evaluated****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)**N/A****Comment**

The Provider currently does not dispense/administer medication.

Safety

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on November 20, 2020.

591-1-1-.36 Transportation(CR)**N/A****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: 14**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 12/09/2019	
Staff # 2	Met
Date of Hire: 10/30/2017	
Staff # 3	Met
Date of Hire: 08/05/2016	
Staff # 4	Met
Date of Hire: 11/28/2018	
Staff # 5	Met
Date of Hire: 01/03/2020	
Staff # 6	Met
Date of Hire: 02/21/2002	
Staff # 7	Met
Date of Hire: 09/03/2019	
Staff # 8	Met
Date of Hire: 07/28/2015	
Staff # 9	Met
Date of Hire: 09/01/1994	

Staff # 10	Met
Date of Hire: 07/31/2018	
Staff # 11	Met
Date of Hire: 10/30/2011	
Staff # 12	Met
Date of Hire: 07/25/2006	
Staff # 13	Met
Date of Hire: 09/19/2016	
Staff # 14	Met
Date of Hire: 11/05/2018	

Staff Credentials Reviewed: 8**591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

Comment

Criminal record checks were observed to be complete.

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

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

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

Documentation observed of required staff training.

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

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on August 15, 2020.

Staffing and Supervision**591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met****Comment**

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director during a virtual visit on November 23, 2020.

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

There were no children present on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director during a virtual visit on November 23, 2020.