



**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: 10/23/2018 **VisitType:** Monitoring Visit

Arrival: 9:10 AM

Departure: 11:00 AM

CCLC-39145

Glennville Head Start

119 Veteran's Drive Glennville, GA 30427 Tattnall County
(912) 654-1170 mnorman@coastalgacaa.org

Regional Consultant

Kesha McNeal

Phone: (866) 359-1672

Fax: (866) 359-7490

kesha.mcneal@decals.ga.gov

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation		
10/23/2018	Monitoring Visit	Good Standing
04/30/2018	Licensing Study	Good Standing
10/05/2017	Monitoring Visit	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	Main	Three Year Olds and Four Year Olds	3	14	C	0	NC	NA	NA	Story, Transitioning, Outside	
Total Capacity @35 sq. ft.:			0			Total Capacity @25 sq. ft.:			0		
Total # Children this Date: 14			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0		

Building	Playground	Playground Occupancy	Playground Compliance

Comments

The center director stated that no new staff has been hired since the last visit.

The center does not conduct transportation, or dispense medication at this time.

The center does conduct field trips.

Plan of Improvement: Developed This Date 10/23/2018

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

Denise Lynch, Program Official

Date

Kesha McNeal, 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

Technical Assistance

591-1-1-.12(2) - Please ensure that all equipment and furniture is free from hazardous conditions such as, but not limited to, sharp rough edges or toxic paint; and be kept clean. On this date the consultant observed a cabinet in the girls bathroom that was missing the door on the right side.

Correction Deadline: 10/23/2018

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

Center appears clean and well maintained.

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

Met

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Proper diaper facilities were observed with warm running water and proper ventilation.

591-1-1-.17 Hygiene(CR)**Not Met****Comment**

Please ensure lids remain on trash containing organic waste.

Comment

Proper hand washing of children and staff was discussed with the director on this date.

Finding

591-1-1-17(7) requires that children wash their hands with liquid soap and warm running water upon arrival for care, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after eating meals and snacks, handling or touching food, playing in water; after toileting and diapering, playing in sand, touching animals or pets, and contact with bodily fluids and after contamination by any other means. It was determined based on the consultant's observation that children did not wash their hands with warm running and liquid soap after outside time.

POI (Plan of Improvement)

The Center will train Staff on required hand washing for children and Staff will ensure children's hands are washed when required. The Director will monitor for compliance.

Correction Deadline: 10/23/2018**Finding**

591-1-1-.17(8) requires staff to wash their hands with liquid soap and warm running water upon arrival for the day, when moving from one child care group to another, upon re-entering the child care area after outside play, before and after diapering each child, dispensing medication, applying topical medications, handling and preparing food, eating, drinking, preparing bottles, feeding each child, assisting children with eating and drinking, after toileting or assisting children with toileting, using tobacco products, handling garbage and organic waste, touching animals or pets, handling bodily fluids and after contamination by any means. It was determined based on the consultant's observation that staff did not wash their hands with liquid soap and warm running water after outside time.

POI (Plan of Improvement)

The Center will ensure liquid soap and warm running water are available for hand washing, train Staff on the handwashing requirements, review the requirements with Staff periodically, and monitor handwashing.

Correction Deadline: 10/23/2018

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**

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)**Not Met****Comment**

Proper field trip documentation and regulations regarding checklists, name tags and permission forms was discussed on this date.

Finding

591-1-1-.13(5) requires Center Staff to leave a list of children and adults participating in the trip at the Center and to take the same list on the trip in the possession of the adult in charge of the trip. It was determined based on the consultant's review and the staff statement that the center did not maintain or leave a list of children and adults participating in the field trip to Glennville Recreation Department on October 12, 2018.

POI (Plan of Improvement)

The Center will create and distribute a list of participants for each trip taken.

Correction Deadline: 10/23/2018

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 cots, 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: 4**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 09/25/2017

Staff # 3

Met

Date of Hire: 08/01/2017

Staff # 4

Met

Date of Hire: 03/06/2018

Records Reviewed: 4**Records with Missing/Incomplete Components: 0**

Staff # 2

Met

Staff Credentials Reviewed: 4**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-.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**

Adequate supervision observed on this date.