



**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:** 3/15/2023 **VisitType:** Monitoring Visit

**Arrival:** 9:20 AM

**Departure:** 11:10 AM

**CCLC-27904**

**Hallmark Heights Head Start**

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

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@dec.al.ga.gov

**Mailing Address**

Same

**Quality Rated:** ★ ★ ★

Compliance Zone Designation			<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.
03/15/2023	Monitoring Visit	Good Standing	
11/17/2022	Licensing Study	Good Standing	
04/20/2022	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		0	0	C	21	C	NA	NA	Not In Use
Main	Rm B	Three Year Olds	2	10	C	21	C	NA	NA	Story,Circle Time
Main	Rm C	Three Year Olds	4	14	C	20	C	NA	NA	Centers,Art
Main	Rm D	Three Year Olds	2	12	C	21	C	NA	NA	Art,Centers
Main	Rm E	Four Year Olds and Five Year Olds	3	16	C	20	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 103			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 52			Total Capacity @35 sq. ft.: 103							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground 1	98	C

**Comments**

An in person Monitoring Visit was conducted on this day. The center director stated there is a total of sixteen staff with one staff being a new hire since the center's last regulatory visit. The center director stated no transportation is provided and no medication is administered. Field trips are provided, however, no field trips had been provided since the center's last regulatory visit. The center completed their Quality Rated Observation in January of 2023 and waiting for their star rating.

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.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.

#### 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), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

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 Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 1 855-800-7747 or [qualityrated@dec.ga.gov](mailto:qualityrated@dec.ga.gov) for more information. Free technical assistance is available!**

Kvonne Oliver, Program Official

Date

Connie Boatright, Consultant

Date



**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

**(Findings Report)**

**Date:** 3/15/2023 **VisitType:** Monitoring Visit

**Arrival:** 9:20 AM

**Departure:** 11:10 AM

**CCLC-27904**

**Hallmark Heights Head Start**

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

**Regional Consultant**

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@decal.ga.gov

**Mailing Address**  
Same

The following information is associated with a Monitoring Visit:

**Activities and Equipment**

**591-1-1-.03 Activities**

**Met**

**Comment**

The consultant observed age appropriate activities through out the center.

**Correction Deadline: 3/15/2023**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

Toys and equipment were observed to be clean and in good repair.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**591-1-1-.08 Children's Records**

**Met**

**Comment**

The consultant observed fifty-two children to be present and fifty-two children to be signed in.

**Correction Deadline: 3/15/2023**

**Facility**

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

**Met**

**Comment**

Bathrooms observed to be clean and well maintained.

---

<b>591-1-1-.19 License Capacity(CR)</b>	<b>Met</b>
-----------------------------------------	------------

**Comment**

Licensed capacity observed to be routinely met by center.

---

<b>591-1-1-.25 Physical Plant - Safe Environment(CR)</b>	<b>Met</b>
----------------------------------------------------------	------------

**Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

---

<b>591-1-1-.26 Playgrounds(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

Playground observed to be clean and in good repair.

<b>Food Service</b>
---------------------

---

<b>591-1-1-.15 Food Service &amp; Nutrition</b>	<b>Met</b>
-------------------------------------------------	------------

**Comment**

Center menu meets USDA guidelines.

**Comment**

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3

Components for breakfast: Grains, Vegetables, Fruits or both, Milk

5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk

2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://dec.al.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>

---

<b>591-1-1-.18 Kitchen Operations</b>	<b>Met</b>
---------------------------------------	------------

**Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
---------------------------

---

<b>591-1-1-.10 Diapering Areas &amp; Practices(CR)</b>	<b>Met</b>
--------------------------------------------------------	------------

**Comment**

The center director stated no diapering children are enrolled.

---

<b>591-1-1-.17 Hygiene(CR)</b>	<b>Met</b>
--------------------------------	------------

**Comment**

Proper hand washing observed throughout the center.

---

<b>591-1-1-.20 Medications(CR)</b>	<b>Met</b>
------------------------------------	------------

**Comment**

The Provider currently does not dispense/administer medication.

<b>Safety</b>
---------------

---

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

**Comment**

Center does not keep animals on premises.

---

**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)** **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.

**Comment**

The consultant observed cots to be stored inside of the classroom and completely covered as required.

**Correction Deadline: 3/15/2023**

---

**Staff Records**

---

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

**Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided 1 file(s) for employees hired since last visit.

---

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

**Comment**

The consultant observed one new staff hire, CPR and First Aid was completed and in date.

---

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

**Comment**

Documentation observed of required staff training.

---

**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**

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