



**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: 3/15/2017 **VisitType:** Licensing Study

Arrival: 9:45 AM

Departure: 12:05 PM

CCLC-23373

Augusta Tech Head Start Center

3200 Augusta Tech Drive Building 500 Augusta, GA 30906 Richmond County
(706) 798-0930 kgodbee@csraeoaheadstart.org

Mailing Address

3200 Augusta Tech Drive, Building 500
Augusta, GA 30906

Regional Consultant

Melyn Smith

Phone: (706) 855-3455

Fax: (706) 434-7640

melyn.smith@dec.al.ga.gov

Joint with: LaKeyshia Tucker

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.
03/15/2017	Licensing Study	Good Standing	
08/03/2016	Monitoring Visit	Good Standing	
02/16/2016	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	Main	Three Year Olds	3	11	C	24	C	NA	NA	Free Play,Centers	
Total Capacity @35 sq. ft.:					24	Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 11					Total Capacity @35 sq. ft.:		24		Total Capacity @25 sq. ft.: 0		

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	45	C

Comments

Plan of Improvement: Developed This Date 03/15/2017

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).



Reminder: All employees of child care programs must be fingerprinted before **January 1, 2017**. For instructions and to submit records check applications online, please visit www.decalkoala.com. You are encouraged not to wait and to complete the process as soon as possible.



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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@decal.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://decal.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.

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)

Kimberly Godbee, Program Official

Date

Melyn Smith, Consultant

Date

LaKeyshia Tucker, 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-.03 Activities

Met

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.03(2) - Previous citation corrected, based on observation, in that a current lesson plan was observed posted in the classroom on this date.

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

Met

Correction Deadline: 9/2/2016

Corrected on 3/15/2017

.12(3) - Previous citation corrected, based on observation, in that a variety of toys and other play materials were observed to be available and accessible to children on this date.

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

Met

Comment

No Swimming Activities Provided

Facility

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

Met

Comment

Observation-No Hazards Accessible

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.25(13) - Previous citation corrected, based on observation, in that all hazardous equipment, materials, and supplies were observed to be inaccessible to children on this date.

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.25(3) - Previous citation corrected, based on observation, in that the center and surrounding premises were observed to be clean, free of debris, and in good repair on this date.

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

Met

Comment

Observation-Clean/Good Repair

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.26(8) - Previous citation corrected, based on observation, in that the playground was observed to be clean, free of litter and hazards on this date.

Health and Hygiene

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

Met

Comment

No infants or diapered children enrolled in the program

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

Met

Comment

Observed-Proper Hand Washing Throughout

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.17(7)(a-d) - Previous citation corrected, based on observation, in that children were observed to wash their hands and staff stated the proper times children should wash their hands.

591-1-1-.20 Medications(CR)

Met

Comment

Observed-Complete Documentation

Policies and Procedures

591-1-1-.27 Posted Notices

Not Met

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.27(b) - Previous citation corrected, based on observation, in that the Department's rules were observed posted on this date.

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.27(d) - Previous citation corrected, based on observation, in that a current communicable disease chart was observed near the front entrance as required on this date.

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.27(e) - Previous citation corrected, based on observation, in that the parental access statement was observed to be posted on this date.

Finding

591-1-1-.27(f) requires the Center to post for public viewing near the front entrance the names of persons responsible for the administration of the center in the Director's absence. It was determined, based on observation, that the Director's designee(s) was not posted on this date.

POI (Plan of Improvement)

The center will post the list as required.

Correction Deadline: 3/24/2017

Recited on 3/15/2017

Finding

591-1-1-.27(g) requires the center to post the current week's menus for meals and snacks for public viewing near the front entrance. It was determined, based on observation, that menus for meals and snacks were not posted on this date.

POI (Plan of Improvement)

The center will post the current week's menu and will check regularly to ensure the current week's menu is always posted.

Correction Deadline: 3/24/2017

Recited on 3/15/2017

Correction Deadline: 8/3/2016

Corrected on 3/15/2017

.27(i) - Previous citation corrected, based on observation, in that a visitor check-in statement was observed posted on this date.

Safety

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

Comment

No Animals Kept

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

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR) **Met**

Comment

Observed-Complete Documentation for the field trip taken on March 7, 2017 to Diamond Lakes Library.

591-1-1-.36 Transportation(CR) **Met**

Comment

Observed-Complete Documentation

Correction Deadline: 8/13/2016

Corrected on 3/15/2017

.36(5)(b) - Previous citation corrected, based on review of records, in that the driver had current evidence of CPR and first aid on this date.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

Comment

Observed-Pleasant Naptime Environment

Staff Records

Staff # 1 Not Met

Date of Hire: 09/01/2007

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 2 Not Met

Date of Hire: 01/02/2015

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 3 Not Met

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 4 Not Met

Date of Hire: 09/03/1987

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 5 Not Met

Date of Hire: 11/02/2015

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

591-1-1-.09 Criminal Records Check(CR) Met

Comment

Criminal Records Check complete

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

Comment

Observed-100% Certified First Aid & CPR

591-1-1-.33 Staff Training Technical Assistance

Technical Assistance

591-1-1-.33(2)(a)-(i) - Please ensure all staff have completed the mandatory Health and Safety Orientation Training.

Correction Deadline: 4/14/2017

Correction Deadline: 9/2/2016

Corrected on 3/15/2017

.33(4) - Previous citation corrected, based on review of records, in that documentation of ten clock hours of annual training was observed in staff training files on this date.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Met

Comment

Observed-Appropriate Staff:Child Ratios

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

Met

Comment

Observed-Direct Supervision/Attentive Staff