



**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:** 3/21/2017    **VisitType:** Licensing Study    **Arrival:** 10:45 AM    **Departure:** 12:50 PM

**CCLC-3416**

**Long County Head Start**

15 Thornton Drive Ludowici, GA 31316 Long County  
 (912) 545-2155 mnorman@coastalgacaa.org

**Regional Consultant**

Brandon Cason  
 Phone: (877) 372-3909  
 Fax: (877) 375-7034  
 carrie.spangler@decal.ga.gov

**Mailing Address**

P. O. Box 685  
 Ludowici, GA 31316

<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.
03/21/2017	Licensing Study	Good Standing	
11/03/2016	Monitoring Visit	Good Standing	
03/09/2016	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	Room A Ft Left	Three Year Olds and Four Year Olds	2	15	C	22	C	NA	NA	Lunch
Main	Room B Bk left	Three Year Olds and Four Year Olds	2	14	C	22	C	NA	NA	Centers, Free Play
Total Capacity @35 sq. ft.: 44					Total Capacity @25 sq. ft.: 0					
Total # Children this Date: 29			Total Capacity @35 sq. ft.: 44			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	62	C

**Comments**

This was the second visit of the fiscal year.

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).

	<p><b>Reminder:</b> All employees of child care programs must be fingerprinted before <b>January 1, 2017</b>. For instructions and to submit records check applications online, please visit <a href="http://www.decalkoala.com">www.decalkoala.com</a>. You are encouraged not to wait and to complete the process as soon as possible.</p>
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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.

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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@decal.ga.gov](mailto: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.

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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)

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Michelle Baccus-Norman, Program Official

Date

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Brandon Cason, 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-.35 Swimming Pools & Water-related Activities(CR)

N/A

**Comment**

No Swimming Activities Provided

**Children's Records**

591-1-1-.23 Parental Authorization

Met

**Comment**

Parent Authorizations Obtained/Completed

**Facility**

591-1-1-.06 Bathrooms

Met

**Comment**

The consultant observed a restroom in the front left classroom that was not in working order. The director stated that a work order has been filed with Long County to repair the toilet.

**Correction Deadline: 4/20/2017**

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

Met

**Comment**

Reminder-Keep Hazards Inaccessible

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

Met

**Comment**

Observation-Clean/Good Repair

## Food Service

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

Met

**Comment**

The food is brought in and prepared by Long County Service Center. The facility had a food service score of 93 on January 30, 2017.

**Correction Deadline: 3/21/2017**

## Health and Hygiene

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

N/A

**Comment**

No diapering children enrolled

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

Met

**Comment**

Observed-Staff Remind Children Wash Hand

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

N/A

**Comment**

The director stated that as of this date that no medication was being dispensed.

**Correction Deadline: 3/21/2017**

## Safety

591-1-1-.05 Animals

Met

**Comment**

No Animals Kept

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

Met

**Comment**

Observed-Discussion/Redirection

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

N/A

**Comment**

No Field Trips at This Time

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

N/A

**Comment**

No Routine Transportation Provided

## Sleeping & Resting Equipment

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

Met

**Comment**

Correct number of mats; disinfecting discussed

## Staff Records

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

**Met**

**Comment**

Criminal Records Check complete

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**Staffing and Supervision**

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

**Met**

**Comment**

Observed-Appropriate Staff:Child Ratios

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

**Met**

**Comment**

Observed-Adequate Supervision