



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: 4/25/2017 **VisitType:** Licensing Study

Arrival: 10:30 AM

Departure: 12:35 PM

CCLC-23310

Camden Head Start/Day Care Facility

1501 Georgia Ave. Woodbine, GA 31569 Camden County
 (912) 576-5923 rbenjamin@coastalgacaa.org

Regional Consultant

Connie Boatright
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 connie.boatright@dec.al.ga.gov

Mailing Address

PO Box 418
 Woodbine, GA 31569

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.
04/25/2017	Licensing Study	Good Standing	
10/31/2016	Monitoring Visit	Good Standing	
03/31/2016	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	A	Four Year Olds	2	18	C	20	C	NA	NA	Outside, Transitioning
Main	B	Four Year Olds	2	18	C	20	C	NA	NA	Transitioning, Outside
Main	C	Three Year Olds	2	13	C	15	C	NA	NA	Transitioning, Centers, Outside
Main	D	Three Year Olds	2	10	C	11	C	NA	NA	Outside, Centers, Transitioning
Main	E	Infants and One Year Olds	2	6	C	11	C	NA	NA	Snack, Transitioning, Outside, Free Play
Main	F	PreK	2	18	C	16	NC	NA	NA	Outside, Transitioning, Circle Time, Centers
Main	G		0	0	C	15	C	NA	NA	Not In Use
Main	H	PreK	2	15	C	17	C	NA	NA	Centers, Transitioning, Outside

Total Capacity @35 sq. ft.: 125

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 98

Total Capacity @35 sq. ft.: 125

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	39	C
Main	B	228	C

Comments

This Licensing Study is the second regulatory visit for Camden Head Start / Day Care Facility this 2016 - 2017 fiscal year.


The consultant discussed SIDS / Safe Sleep with the infant staff.

The consultant reviewed all staff files and finds a satisfactory fingerprint criminal records clearance determination letter on file for each staff.

The center is two star quality rated.

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).



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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 Raises the Bar in Child Care
 For More Information:
 Email: QualityRated@decga.gov or Call: 855-800-7747

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@decga.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://decga.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)

Rachel Benjamin, Program Official

Date

Connie Boatright, 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**

Comment

The consultant observed a variety of age appropriate activities through out the center.

Correction Deadline: 4/25/2017

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

Comment

Observed-Variety Throughout Center

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

Comment

No Swimming Activities Provided

Children's Records

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

Comment

Observed-Records Complete/Well Organized

591-1-1-.23 Parental Authorization **Met**

Comment

Parent Authorizations Obtained/Completed

Facility

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

Comment

Observation-Clean and Well Maintained

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

Technical Assistance

Reminder that hallways should be safe and free of any stored hazardous items to include but not limited to floor buffing machine.

Correction Deadline: 4/25/2017

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

Comment

Discussed-Fluff/Redistribute Surface

Comment

Observation-Clean/Good Repair

Food Service

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

Comment

Menu Meets USDA Guidelines

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Comment

Staff Stated Proper Knowledge

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

Comment

Observed-Proper Hand Washing Throughout

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

Comment

Observed-Complete Documentation

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Not Met**

Finding

591-1-1-.21(3) requires that the Center conduct and document fire drills monthly and tornado and/or other emergency situations every six months. It was determined based on the consultant's review of the monthly fire drill log that a fire drill was not recorded for March 2017.

POI (Plan of Improvement)

The center will hold the necessary drills on a regular basis and maintain adequate documentation of these drills for two years.

Correction Deadline: 4/30/2017

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Discussion/Redirection

Comment

Observed-Positive Learning Environment

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

Met

Comment

No Field Trips at This Time

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

Met

Comment

Observed-Complete Documentation

Sleeping & Resting Equipment

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

Met

Comment

Correct number of mats; disinfecting discussed

Comment

Discussed-SIDS/Infant Sleeping Position

Comment

Observed-Pleasant Naptime Environment

Staff Records

Records Reviewed: 18

Records with Missing/Incomplete Components: 2

Staff # 2

Not Met

"Missing/Incomplete Components"

.33(2)-Health & Safety Certificate

Staff # 16

Not Met

Date of Hire: 09/23/2014

"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-50% Certified First Aid & CPR

Comment

The consultant observed the center first aid kit to be complete as well as the first aid kit used on the bus.

Correction Deadline: 5/25/2017

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

591-1-1-.33(2) - Two of eighteen employees did not have the Health & Safety Training in a timely manner,

Correction Deadline: 5/25/2017

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-Adequate Supervision