



**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:** 4/26/2017    **VisitType:** Monitoring Visit    **Arrival:** 9:00 AM    **Departure:** 11:00 AM

**CCLC-27901**

**B. W. Lester Head Start Center**

2522 Copeland Road Valdosta, GA 31601 Lowndes County  
 (229) 247-9750 pmitchell@cpheadstart.org

**Mailing Address**  
 Same

**Regional Consultant**

Rena Keene

Phone: (912) 544-9930  
 Fax: (912) 544-9926  
 rena.keene@dec.al.ga.gov

Joint with: Beth Houtz

<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.
04/26/2017	Monitoring Visit	Good Standing	
10/19/2016	Incident Investigation/Licensing Study	Good Standing	
10/19/2016	Complaint Closure	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
Bld 2	RM C	Three Year Olds and Four Year Olds and Five Year Olds	2	12	C	19	C	NA	NA	Circle Time
Bld 2	RM D	Three Year Olds and Four Year Olds	2	14	C	19	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 38			Total Capacity @25 sq. ft.: 0							
Main	RM A	Three Year Olds and Four Year Olds	2	15	C	19	C	NA	NA	Circle Time
Main	RM B	Three Year Olds and Four Year Olds and Five Year Olds	2	16	C	22	C	NA	NA	Circle Time
Total Capacity @35 sq. ft.: 41			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 57			Total Capacity @35 sq. ft.: 79			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	125	C

**Comments**

The purpose of today's visit was to conduct a Monitoring Visit and to follow up on previously cited rule violations.

Plan of Improvement: Developed This Date 04/26/2017

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](http://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.

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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@dec.ga.gov](mailto:CCSRefutations@dec.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://dec.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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Jerry Mingo, Program Official

Date

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Rena Keene, Consultant

Date

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Beth Houtz, 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-.35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

No Swimming Activities Provided

#### Facility

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

**Not Met**

**Technical Assistance**

591-1-1-.25(13) requires that hazardous equipment, materials and supplies be inaccessible to children. In classrooms C and D brooms, dust pans and a toilet bowl brush were observed in the bathroom and accessible to children. Please ensure that all brooms, dust pans, toilet brushes, and any other cleaning supplies are inaccessible to children.

**Correction Deadline: 4/26/2017**

**Finding**

591-1-1-.25(8) requires protective caps on all unused electrical outlets within children's reach and requires that electrical outlets in use be made inaccessible to children. It was determined based on observation that in classroom C there was a power strip behind the computer that had two out of five outlets exposed.

**POI (Plan of Improvement)**

The Center will train Staff to check outlets and replace protective caps when needed and identify and monitor how outlets in use are inaccessible to children.

**Correction Deadline: 4/26/2017**

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

**Not Met**

**Technical Assistance**

On playground 1 the metal pole for the bottom of the fence needs to be reattached to ensure there is no gap at the bottom of the fence.

**Correction Deadline: 4/26/2017**

**Finding**

591-1-1-.26(8) requires the playground to be kept clean, free of litter and hazards. It was determined based on observation that the following hazards were present on the playground:

- On Playground 1 the blue, red, and yellow play structure on the left hand side of the playground has a metal plate on the red pole that has the model number on it. The metal plate has been pulled out on the top right hand corner and has a sharp edge presenting a protrusion hazard.
- On Playground 2 on the left hand side of the ramp at the second panel there is a board that is detached and has two screws sticking out presenting a protrusion hazard.
- On Playground 2 at the bottom of the ramp on the left hand side two nails have come through the wood and expose a potential protrusion hazard.
- On Playground 2 at the far left bottom paneling of the ramp there is a hole in the plywood measuring three inches wide and nine inches tall presenting an entrapment hazard.
- On Playground 2 the red tryke has a broken pedal on the right side and the plastic below the handle bars is split causing a potential hazard.

**POI (Plan of Improvement)**

To ensure the cleanliness, sanitation and safety of the playground, the center will repair and maintain all hazards found on the playground and will routinely monitor the playground for any potential hazards.

**Correction Deadline: 4/26/2017**

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

**Correction Deadline: 10/19/2016**

**Corrected on 4/26/2017**

**The citation was observed to be corrected on this date.**

**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**

Director stated no medications are currently dispensed.

**Correction Deadline: 4/26/2017**

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

Observed-Positive Learning Environment

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

No Field Trips at This Time

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

Observed-Complete Documentation

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**Sleeping & Resting Equipment**

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

Correct number of mats; disinfecting discussed

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**Staff Records**

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

591-1-1-.09 - Please be sure that staff records are documented with when employees are hired at the B.W. Lester site. When employees are transferred from one center to another, documentation must show that the hire date is within the period of portability when Satisfactory Clearance Letters are obtained while employed at other sites.

**Comment**

Five employees were hired since last visit, according to director. Three additional staff records were added for veteran staff who were not shown in the KOALA data base. All employee's records were observed to have current Satisfactory Clearance Letters on file.

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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****Correction Deadline: 10/19/2016****Corrected on 4/26/2017****This citation was observed to be corrected on this date.**