



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: 8/7/2017

VisitType: Licensing Study

Arrival: 9:00 AM

Departure: 2:50 PM

CCLC-666

E.E. Butler Head Start/Pre-K

1300 Athens Street Gainesville, GA 30507 Hall County
 (770) 536-1816 jonathan.moore@ndohs.org

Regional Consultant

Neli Todorova

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neli.todorova@decal.ga.gov

Mailing Address

Same

Joint with: Candace Gilbert

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.
08/07/2017	Licensing Study	Good Standing	
04/11/2017	Monitoring Visit	Good Standing	
11/09/2016	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	T Back L Hall 1R		0	0	C	20	C	NA	NA	Not In Use
Main	U Back R Hall		0	0	C	22	C	NA	NA	
Main	O Main Hall 2L	Three Year Olds	2	14	C	21	C	NA	NA	Free Play
Main	A 1R Hall 1R	PreK	2	17	C	22	C	NA	NA	Breakfast
Main	B 1R Hall 2R	PreK	2	20	C	22	C	NA	NA	Breakfast
Main	D 1R Hall 4R	PreK	1	17	C	22	C	NA	NA	Breakfast
Main	E 1R Hall 5R	Infants and One Year Olds	2	7	C	21	C	NA	NA	Free Play
Main	F 1R Hall 3L	One Year Olds and Two Year Olds	2	8	C	17	C	NA	NA	Free Play
Main	G 1R Hall 2L	Infants and One Year Olds	2	6	C	19	C	NA	NA	Free Play
Main	H 1R Hall 1L	Two Year Olds	2	8	C	22	C	NA	NA	Free Play
Main	I L Hall 1L		0	0	C	19	C	NA	NA	
Main	J L Hall 2L		0	0	C	22	C	NA	NA	
Main	L 2R Hall 2L	Three Year Olds	2	14	C	22	C	NA	NA	Circle Time, Free Play
Main	P Main Hall 3L	Three Year Olds	2	15	C	21	C	NA	NA	Free Play
Main	R Main Hall 4L	Three Year Olds	2	9	C	21	C	NA	NA	Free Play
Main	S Back L Hall 2R		0	0	C	22	C	NA	NA	Not In Use
Main	C 1R Hall 3R	PreK	2	18	C	22	C	NA	NA	Free Play
Main	K Hall 2L		0	0	C	19	C	NA	NA	
Main	M 2R Hall 1L	Three Year Olds	2	16	C	22	C	NA	NA	Free Play
Main	N Main Hall 1L		0	0	C	21	C	NA	NA	

Total Capacity @35 sq. ft.: 382

Total Capacity @25 sq. ft.: 0

Building capacity limited by Fire Marshall Limitations

Total # Children this Date: 169 Total Capacity @35 sq. ft.: 382

Total Capacity @25 sq. ft.: 0

Building @25 capacity limited by Fire Marshall Limitations

Building	Playground	Playground Occupancy	Playground Compliance
Main	Large Playground	368	C
Main	Small Playground	52	C

Comments

The purpose of this visit is to follow up on visit from April 11, 2017 and to conduct a licensing study. Consultant discussed provider comprehensive background checks.

Plan of Improvement: Developed This Date 08/07/2017

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@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)

Kay Holiday, Program Official

Date

Candace Gilbert, Consultant

Date

Neli Todorova, Consultant

Date



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Findings Report

Date: 8/7/2017 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 2:50 PM

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The following information is associated with a Licensing Study:

Activities and Equipment

591-1-1-.03 Activities

Technical Assistance

Technical Assistance

591-1-1-.03(2) - Consultant discussed with director to make sure that all classrooms have current lesson plans and that they are updated weekly.

Correction Deadline: 8/7/2017

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

Technical Assistance

Comment

Observed-Variety Throughout Center

Technical Assistance

591-1-1-.12(4) - Consultant discussed with director to make sure that the two bookshelves and the TV in room T that was not in use during the visit are securely attached to the wall and do not present a tipping over hazard.

Correction Deadline: 8/7/2017

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

N/A

Comment

No Swimming Activities Provided

Children's Records

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

Technical Assistance

Technical Assistance

591-1-1-.08(6) - Consultant discussed with director to monitor that sign-in and out sheets are kept and completed daily in each classroom.

Correction Deadline: 8/7/2017

Facility

591-1-1-.19 License Capacity(CR)**Met****Comment**

Licensed Capacity Routinely Met

591-1-1-.25 Physical Plant - Safe Environment(CR)**Not Met****Finding**

591-1-1-.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on consultant's observation that brooms and dust pans were accessible to children in rooms A, D, L, M, K, N, R and P. It was also determined that an air freshener, hair gel, and cleaning supplies were stored in an unlocked cabinet under the sink in room K. Additionally it was determined that a bottle of bleach water and a teacher's purse were stored in an unlocked cabinet under the sink in room D.

POI (Plan of Improvement)

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

Correction Deadline: 8/7/2017

591-1-1-.26 Playgrounds(CR)**Not Met****Technical Assistance**

591-1-1-.26(4) - Please ensure that there that there are no gaps in the fence. Consultant observed today that the stake securing the gate on the main playground was not in place thus creating an entrapment hazard. No children were outside due to the visit date occurring on the first day of school and inclement weather. The director corrected immediately.

Correction Deadline: 8/7/2017**Finding**

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on consultant's observation that the red railing of the small play structure on the main playground had peeling paint.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 8/17/2017

Food Service

591-1-1-.15 Food Service & Nutrition**Technical Assistance****Comment**

Ensure Feeding Forms Updated

Technical Assistance

591-1-1-.15(5) - Consultant discussed with provider to update daily menus if any changes to the items listed there are made.

Correction Deadline: 8/7/2017

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

Consultant observed documentation from last visit from the Health Department on March 3, 2017 to be 100 or A.

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-Staff Remind Children Wash Hand

591-1-1-.20 Medications(CR)**N/A****Comment**

No medication administered on this date per provider statement.

Safety

591-1-1-.05 Animals**N/A****Comment**

No Animals Kept

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

Observed-Discussion/Redirection

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

591-1-1-.30(1)(a)3 - Consultant discussed with director to monitor routinely the crib sheets and make sure that they are tight fitting. Sheets that are too loose or too tight to be replaced as needed.

Correction Deadline: 8/7/2017

Technical Assistance

591-1-1-.30(1)(b)1 - Consultant discussed with director to monitor mats for rips and tears and replace as needed.

Correction Deadline: 8/7/2017

Staff Records

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

Comment

Director reported two new staff on this date. Criminal Records Check complete for all staff.

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

Comment

Observed-50% Certified First Aid & CPR

Comment

Observed-Center/Vehicle Kits Complete

591-1-1-.33 Staff Training **Not Met**

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on consultant's review of records that two of 29 staff did not have evidence of Health and Safety orientation training on this date.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 9/6/2017

Finding

591-1-1-.33(6) requires, in the first year of employment and then by calendar year thereafter, all supervisory and caregiver Personnel, except independent contractors, Students-in-Training and volunteers to attend ten (10) clock hours of training which is task-focused in early childhood education or child development or subjects relating to job assignment and is offered by an accredited college, university or vocational program or other Department-approved source. It was determined based on consultant's review of records that three of 29 staff did not have evidence of annual training for 2016.

POI (Plan of Improvement)

The Center will plan and schedule the required 10 hours of annual training each year and follow up to ensure the training is completed.

Correction Deadline: 9/6/2017

591-1-1-.31 Staff(CR) **Met**

Comment

591-1-1-.31(13) - Consultant observed staff comply with applicable laws and regulations on this date.

Correction Deadline: 8/7/2017

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-Direct Supervision/Attentive Staff