



**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:** 8/10/2017    **VisitType:** Licensing Study    **Arrival:** 1:00 PM    **Departure:** 3:00 PM

**CCLC-733**

**Jeff Davis Learning Center**

37 E. Franklin Street Hazlehurst, GA 31539 Jeff Davis County  
 (912) 375-3636 jeffdlearning@gmail.com

**Regional Consultant**

Connie Boatright  
 Phone: (912) 544-9701  
 Fax: (912) 544-9700  
 connie.boatright@decal.ga.gov

**Mailing Address**

37 East Franklin Street  
 Hazlehurst, GA 31539

<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.
08/10/2017	Licensing Study	Good Standing	
02/28/2017	Monitoring Visit	Good Standing	
08/11/2016	Licensing Study	Good Standing	

**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.

**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	One Year Olds and Two Year Olds	2	10	C	13	C	NA	NA	Nap, Free Play, Snack
Main	C		0	0	C	7	C	NA	NA	Not In Use
Main	D	Infants	1	5	C	12	C	NA	NA	Free Play, Nap
Main	E	Three Year Olds	1	9	C	14	C	NA	NA	Nap, Snack, Music
Main	F	PreK	2	22	C	26	C	36	C	Nap, Snack, Centers
Main	G		0	0	C	26	C	36	C	Not In Use

Total Capacity @35 sq. ft.: 98

Total Capacity @25 sq. ft.: 118

Total # Children this Date: 46

Total Capacity @35 sq. ft.: 98

Total Capacity @25 sq. ft.: 118

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground - Left-Big	47	C
Main	Playground - Left/Front Side	8	C
Main	Playground - Right Side	19	C

## Comments

This Licensing Study is the first regulatory visit for Jeff Davis Learning Center this 2017 - 2018 fiscal year.

The assistant director stated no transportation or field trips are provided. The assistant director also stated the center does not provide liability insurance. The consultant observed a notice posted to this effect on the parent bulletin board as well as signed parental acknowledgement in each child file reviewed during this visit.

The consultant reviewed all staff files and finds that each staff member has a satisfactory fingerprint criminal records check determination letter on file. The consultant discussed that as of October 1, 2017 all staff members are required to have a comprehensive fingerprint criminal records check determination letter on file.

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

Jeff Davis Learning Center currently has a three star Quality Rating.

Plan of Improvement: Developed This Date 08/10/2017

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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Email: [QualityRated@dec.al.ga.gov](mailto:QualityRated@dec.al.ga.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.

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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.al.ga.gov](mailto:CCSRefutations@dec.al.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.al.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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Elaine Mccall, Program Official

Date

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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: 8/10/2017**

#### 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

#### Comment

Parent Agreements Obtained/Completed

#### Comment

Parent Authorizations Obtained/Completed

### Facility

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

**Comment**

Observation-Clean and Well Maintained

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

**Comment**

Licensed Capacity Routinely Met

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

**Comment**

Observation-Center Clean/Well Maintained

**Comment**

Observation-No Hazards Accessible

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

**Technical Assistance**

591-1-1-.26(6) - Ensure all playground equipment is free from any hazards (Little Tykes Log Cabin located on the front playground is missing the front door leaving two holes the size of a nickel, allowing a space for wasp and insects to nest.

**Correction Deadline: 8/20/2017**

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**Food Service**

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

**Comment**

Menu Meets USDA Guidelines

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

**Comment**

Kitchen Appears Clean/Well Organized

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**Health and Hygiene**

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

**Comment**

Observed-Proper Diapering

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

**Comment**

Observed-Proper Hand Washing Throughout

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

**Comment**

The assistant director stated no medications are administered.

**Correction Deadline: 8/10/2017**

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**Organization**

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**591-1-1-.16 Governing Body & License** **Met**

**Correction Deadline: 2/28/2017**

Corrected on 8/10/2017

.16(e) - The previous citation is observed to be corrected on this date.

<b>Policies and Procedures</b>
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**591-1-1-.21 Operational Policies & Procedures** **Met**

**Comment**

The consultant observed the fire drill log to be documented and posted.

**Correction Deadline: 8/15/2017**

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**591-1-1-.22 Parental Access** **Met**

**Comment**

The consultant observed the parental access notice to be posted on the parent bulletin board.

**Correction Deadline: 8/10/2017**

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**591-1-1-.27 Posted Notices** **Met**

**Comment**

Observed-All Notices Posted

**Comment**

The consultant observed a no liability notice to be posted.

<b>Safety</b>
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**591-1-1-.05 Animals** **Met**

**Comment**

No Animals Kept

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

**Comment**

Observed-Discussion/Redirection

**Comment**

Observed-Positive Learning Environment

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**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**

No Routine Transportation Provided

<b>Sleeping &amp; Resting Equipment</b>
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**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

<b>Staff Records</b>
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**591-1-1-.09 Criminal Records Check(CR)** **Met**

**Comment**

Criminal Records Check complete

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

**Comment**

Observed-100% Certified First Aid & CPR

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**591-1-1-.33 Staff Training** **Met**

**Comment**

Observed - Documentation Of Training

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

**Comment**

Lead staff education requirements

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<b>Staffing and Supervision</b>
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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