



**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: 3/19/2018 **VisitType:** Monitoring Visit **Arrival:** 8:50 AM **Departure:** 10:10 AM

CCLC-16124

Whitney Center Head Start

1129 W Whitney Avenue Albany, GA 31707 Dougherty County
(229) 436-2055 dperry@swgacac.com

Regional Consultant

Stephine Wims

Phone: (229) 317-5613

Fax: (229) 317-5694

stephine.wims@decal.ga.gov

Mailing Address

P.O. Box 3466
Albany, GA 31706

Quality Rated: No

Compliance Zone Designation		
03/19/2018	Monitoring Visit	Good Standing
10/23/2017	Licensing Study	Good Standing
04/26/2017	Complaint Closure	Good Standing

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.

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 1 (3's)	Three Year Olds	2	10	C	15	C	NA	NA	Circle Time
Main	Room 2 (3's)	Three Year Olds	2	11	C	15	C	NA	NA	Free Play
Main	Room 3 (3's)	Three Year Olds	2	11	C	16	C	NA	NA	Circle Time
Main	Room 4 (3's)	Three Year Olds	2	13	C	16	C	NA	NA	Free Play
Main	Room 5 (3's)	Three Year Olds	2	13	C	16	C	NA	NA	Circle Time
Main	Room 6 (3's)	Four Year Olds	2	10	C	15	C	NA	NA	Centers
Main	Room 7 (4's)	Four Year Olds	2	16	C	17	C	NA	NA	Circle Time
Main	Room 8 (4's)	Four Year Olds	2	15	C	18	C	NA	NA	Centers
Total Capacity @35 sq. ft.: 128						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 99			Total Capacity @35 sq. ft.: 128			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Outside Playground	45	C

Comments

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.

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@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.

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)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS). Sign up for Quality Rated by June 30, 2018 in order to be eligible to receive a bonus package.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.al.ga.gov/>
 Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov

Debrik Perry, Program Official

Date

Stephine Wims, 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-.12 Equipment & Toys(CR) **Met**

Comment

A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **N/A**

Comment

Center does not provide swimming activities.

Facility

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

Comment

Licensed capacity observed to be routinely met by center.

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

Comment

No hazards observed accessible to children on this date.

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

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

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

Comment

No diapered children enrolled.

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

Staff were observed to remind children to wash hands.

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

No medication dispensed.

Safety

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

Age-appropriate discussion and/or redirection observed.

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

Staff Records

Records Reviewed: 22**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 08/23/2017

Staff # 2

Met

Date of Hire: 10/06/2015

Staff # 3

Met

Date of Hire: 07/24/2017

Staff # 4

Met

Date of Hire: 12/18/2017

Staff # 5

Met

Date of Hire: 08/20/2013

Staff # 6

Met

Date of Hire: 01/04/2017

Staff # 7 Date of Hire: 11/19/2014	Met
Staff # 8 Date of Hire: 07/15/2016	Met
Staff # 9 Date of Hire: 10/20/2017	Met
Staff # 10 Date of Hire: 07/15/2015	Met
Staff # 11 Date of Hire: 10/18/2016	Met
Staff # 12 Date of Hire: 01/13/2016	Met
Staff # 13 Date of Hire: 01/04/2018	Met
Staff # 14 Date of Hire: 07/15/2016	Met
Staff # 15 Date of Hire: 11/14/2016	Met
Staff # 16 Date of Hire: 11/07/2016	Met
Staff # 17 Date of Hire: 09/05/2000	Met
Staff # 18 Date of Hire: 07/15/2016	Met
Staff # 19 Date of Hire: 05/09/2002	Met
Staff # 20 Date of Hire: 07/15/2016	Met
Staff # 21	Met
Staff # 22	Met

Records Reviewed: 22

Records with Missing/Incomplete Components: 0

Date of Hire: 07/18/2012

Staff Credentials Reviewed: 22

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

Met

Comment

Director provided two files for employees hired since last visit.

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

Met

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

Staffing and Supervision

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

Met

Comment

Center observed to maintain appropriate staff:child ratios.

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

Met

Comment

Adequate supervision observed on this date.