



**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: 2/26/2021 **VisitType:** Monitoring Visit **Arrival:** 10:15 AM **Departure:** 11:30 AM

CCLC-17764

Gilmer County Head Start

305 Calvin Jackson Dr. Ellijay, GA 30540 Gilmer County
(706) 635-4045 beth.mcarthur@ndohs.org

Regional Consultant

Colleen Covey

Phone: (706) 256-7245

Fax: (706) 256-7244

colleen.covey@decals.ga.gov

Mailing Address

Same

Quality Rated: ★ ★ ★

| 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. |
|------------------------------------|--|---------------|--|
| 02/26/2021 | Monitoring Visit | Good Standing | |
| 10/14/2020 | Licensing Study | Good Standing | |
| 02/03/2020 | Complaint Investigation & Monitoring Visit | 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 | #12 (7R) EHS | One Year Olds and Two Year Olds and Three Year Olds | 2 | 7 | C | 23 | C | NA | NA | Free Play |
| Main | #3 (2R) (3-4 HS) | Three Year Olds and Four Year Olds | 2 | 12 | C | 22 | C | NA | NA | Centers |
| Main | #5 (3R) (3-4 HS) | Three Year Olds and Four Year Olds | 1 | 5 | C | 22 | C | NA | NA | Circle Time |
| Main | #7 (4R) (3-4 HS) | Four Year Olds | 2 | 13 | C | 22 | C | NA | NA | Centers |
| Main | #9 (5R) | Three Year Olds and Four Year Olds | 2 | 12 | C | 22 | C | NA | NA | Story |
| Total Capacity @35 sq. ft.: 111 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 49 | | | Total Capacity @35 sq. ft.: 111 | | | Total Capacity @25 sq. ft.: 0 | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Playground | 178 | C |

Comments

A virtual inspection was conducted on February 26, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

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.state.ga.us.

- 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.state.ga.us/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).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
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.state.ga.us

Beth McArthur, Program Official

Date

Colleen Covey, Consultant

Date



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Findings Report

Date: 2/26/2021 **VisitType:** Monitoring Visit **Arrival:** 10:15 AM **Departure:** 11:30 AM

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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**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on February 26, 2021.

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

Center does not provide swimming activities.

| |
|---------------------------|
| Children's Records |
|---------------------------|

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

Correction Deadline: 10/14/2020

Corrected on 2/26/2021

.08(1) - The files were updated and all the required information was observed completed.

| |
|-----------------|
| 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**

A virtual walk through of the center was conducted on February 26, 2021 due to the COVID-19 pandemic. No hazards were observed accessible to children on this date.

591-1-1-.26 Playgrounds(CR)**Not Evaluated****Comment**

Playground not observed on this date due to inclement weather. The center had no follow up required from the previous visit for playground citations.

Food Service

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

Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

Health and Hygiene

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

Hand washing and sanitizing requirements for diapering were discussed with the Director on this date. Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on February 26, 2021.

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

During the virtual visit child were observed washing hands, and staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR)**Not Evaluated****Comment**

The Provider stated that no medication has been administered since the previous visit was conducted on October 14, 2020. (This rule was not evaluated on this date)

Policies and Procedures

591-1-1-.29 Required Reporting**Met****Comment**

Discussed reporting requirements.

Safety

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

TA-A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

Comment

The center does not serve infants.

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: 69

Records with Missing/Incomplete Components: 0

| | |
|--------------------------|-----|
| Staff # 1 | Met |
| Date of Hire: 09/27/2019 | |
| Staff # 2 | Met |
| Date of Hire: 03/11/2020 | |
| Staff # 3 | Met |
| Date of Hire: 08/19/2019 | |
| Staff # 4 | Met |
| Date of Hire: 10/02/2019 | |
| Staff # 5 | Met |
| Staff # 6 | Met |
| Date of Hire: 06/27/2019 | |
| Staff # 7 | Met |
| Date of Hire: 03/07/2019 | |
| Staff # 8 | Met |
| Date of Hire: 09/27/2017 | |
| Staff # 9 | Met |
| Date of Hire: 07/23/2014 | |
| Staff # 10 | Met |
| Date of Hire: 08/06/2019 | |
| Staff # 11 | Met |

Date of Hire: 03/29/2019

Staff # 12 Met

Date of Hire: 02/14/2014

Staff # 13 Met

Date of Hire: 01/05/2016

Staff # 14 Met

Date of Hire: 12/20/2019

Staff # 15 Met

Date of Hire: 03/19/2019

Staff # 16 Met

Date of Hire: 03/28/2019

Staff # 17 Met

Date of Hire: 10/03/2011

Staff # 18 Met

Date of Hire: 06/05/2018

Staff # 19 Met

Date of Hire: 09/03/2002

Staff # 20 Met

Date of Hire: 01/01/2019

Staff # 21 Met

Staff # 22 Met

Date of Hire: 06/27/2017

Staff # 23 Met

Date of Hire: 03/15/2019

Staff # 24 Met

Date of Hire: 12/03/2018

Staff # 25 Met

Date of Hire: 09/26/2006

Staff # 26 Met

Date of Hire: 09/09/2019

| | |
|--|-----|
| Staff # 27 Date of Hire: 09/08/2020 | Met |
| Staff # 28 Date of Hire: 01/01/2009 | Met |
| Staff # 29 Date of Hire: 01/04/2021 | Met |
| Staff # 30 Date of Hire: 08/16/2019 | Met |
| Staff # 31 Date of Hire: 08/19/2019 | Met |
| Staff # 32 Date of Hire: 04/04/2019 | Met |
| Staff # 33 Date of Hire: 01/11/2019 | Met |
| Staff # 34 Date of Hire: 01/11/2019 | Met |
| Staff # 35 Date of Hire: 01/25/2020 | Met |
| Staff # 36 Date of Hire: 07/30/2018 | Met |
| Staff # 37 Date of Hire: 10/09/2017 | Met |
| Staff # 38 | Met |
| Staff # 39 Date of Hire: 10/02/2017 | Met |
| Staff # 40 Date of Hire: 10/27/2017 | Met |
| Staff # 41 Date of Hire: 01/23/2017 | Met |
| Staff # 42 | Met |

Date of Hire: 09/25/2017

Staff # 43 Met

Date of Hire: 01/22/2019

Staff # 44 Met

Date of Hire: 09/18/2000

Staff # 45 Met

Date of Hire: 03/19/2019

Staff # 46 Met

Date of Hire: 03/22/2019

Staff # 47 Met

Date of Hire: 01/01/2019

Staff # 48 Met

Date of Hire: 03/25/2019

Staff # 49 Met

Date of Hire: 04/11/2019

Staff # 50 Met

Date of Hire: 12/04/2020

Staff # 51 Met

Date of Hire: 11/15/1993

Staff # 52 Met

Staff # 53 Met

Date of Hire: 03/22/2019

Staff # 54 Met

Staff # 55 Met

Staff # 56 Met

Date of Hire: 03/06/2019

Staff # 57 Met

Date of Hire: 07/21/2011

Staff # 58 Met

Date of Hire: 01/22/2019

Records Reviewed: 69

Records with Missing/Incomplete Components: 0

| | |
|--|-----|
| Staff # 59 Date of Hire: 07/23/2018 | Met |
| Staff # 60 Date of Hire: 01/01/2009 | Met |
| Staff # 61 | Met |
| Staff # 62 Date of Hire: 10/02/2019 | Met |
| Staff # 63 Date of Hire: 01/01/2019 | Met |
| Staff # 64 Date of Hire: 01/01/2019 | Met |
| Staff # 65 Date of Hire: 09/25/2017 | Met |
| Staff # 66 Date of Hire: 09/27/2017 | Met |
| Staff # 67 Date of Hire: 07/11/2005 | Met |
| Staff # 68 Date of Hire: 08/03/2018 | Met |
| Staff # 69 Date of Hire: 01/07/2019 | Met |

Staff Credentials Reviewed: 6

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) **Met**

Comment

Criminal record checks were observed to be complete for all staff observed during the virtual visit or listed on the staff list provided by the Director.

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

Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on February 15, 2021.

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.

Comment

Discussed new revision to the supervision rule which states: Staff shall be attentive and participating with all children during meal times and shall be seated within an arm's length away from children thirty-six (36) months of age and younger.