



**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: 8/17/2021 **VisitType:** Licensing Study **Arrival:** 3:00 PM **Departure:** 4:00 PM

CCLC-17857

Southeastern Tech Child Development Center

346 Kite Rd. Swainsboro, GA 30401 Emanuel County
(478) 289-2241 ahill@southeasterntech.edu

Regional Consultant

Laura Johnson

Phone: (470) 891-3520

Fax: (678) 913-0577

laura.johnson@decal.ga.gov

Mailing Address

346 Kite Rd.
Swainsboro, GA

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. |
|------------------------------------|------------------|---------------|--|
| 08/17/2021 | Licensing Study | Good Standing | |
| 01/21/2021 | Monitoring Visit | Good Standing | |
| 07/29/2020 | 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 | 4101 | | 0 | 0 | C | 8 | C | NA | NA | |
| Main | 4102 | Two Year Olds | 2 | 6 | C | 16 | C | NA | NA | Centers |
| Main | 4105 | Three Year Olds and Four Year Olds | 1 | 10 | C | 23 | C | NA | NA | Centers |
| Main | 4106 | One Year Olds | 1 | 7 | C | 15 | C | NA | NA | Free Play |
| Total Capacity @35 sq. ft.: 56 | | | | | | Total Capacity @25 sq. ft.: 0 | Building @35 capacity limited by Fire Marshall Limitations | | | |
| Two | Indoor Playground | | 0 | 0 | C | 18 | C | NA | NA | |
| Two | Infants | Infants and One Year Olds | 2 | 6 | C | 20 | C | NA | NA | Nap,Floor Play |
| Two | Older One's | | 0 | 0 | C | 18 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 56 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 29 | | Total Capacity @35 sq. ft.: 112 | | | Total Capacity @25 sq. ft.: 0 | | | | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|------------|----------------------|-----------------------|
| Main | Back | 54 | C |
| Main | Front | 23 | C |

Comments

An Administrative Review was conducted on August 18, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on August 18, 2021 with the Director, Annie Hill. An in-person visit was not conducted due to the COVID-19 pandemic.

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.al.ga.gov/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.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).

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

Annie Hill, Program Official

Date

Laura Johnson, Consultant

Date

Technical Assistance

591-1-1-.08(1) requires the Center Staff to maintain a file for each child while such child is in care and for one year after that child is no longer enrolled. In order for the file to be complete, the file shall contain the following: child's name, birth date, sex, address, living arrangement, name of school if applicable; names of both Parents, home and work addresses, and home and work telephone numbers; name(s) and addresses of the person(s) to whom the child may be released including address, telephone numbers, relationship to child and to Parent(s), and other identifying information; name(s) and telephone number(s) of person(s) to contact in emergencies when the Parent cannot be reached; name and telephone number of the child's primary source of health care; and a statement regarding known allergies, physical problems, mental health disorders, mental retardation or developmental disabilities which limit the child's participation in the program.

The consultant spoke with the director about ensuring that all children's enrollment forms are complete and include all the required information including the work information for both parents and the addresses for all person(s) to whom the child may be released.

Correction Deadline: 8/17/2021

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

Bathrooms observed to be clean and well maintained during a virtual walk through of the program on August 18, 2021.

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

Licensed capacity observed to be met in all classrooms during a virtual walk through on August 18, 2021.

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

The center appeared clean and well maintained during a virtual walk through on August 18, 2021. No hazards were observed accessible to the children in care.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The grass and equipment on the playground appeared to be well maintained. The consultant discussed daily monitoring of the playground and playground equipment to ensure that hazards are not present while children are present for care.

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

The kitchen appeared clean and well organized during a virtual walk through of the center on August 18, 2021.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Diapering was observed during the virtual walk through on August 18, 2021. Procedures and sanitation regarding proper diapering were discussed with the Director on this date.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. Hand washing was not directly observed during the virtual walk through. Hand washing supplies were observed, and hand washing practices were discussed with the Provider on this date.

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

The Provider currently does not dispense/administer medication.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Comment**

Program observed complete emergency drills

Safety

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

Center does not keep animals on premises.

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

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 during the virtual visit on August 18, 2021.

591-1-1-.13 Field Trips(CR)**N/A****Comment**

Center does not participate in field trips at this time.

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**

A Virtual Visit was conducted due to the COVID-19 pandemic. Tight fitting sheets, SIDS, and infant sleeping position were discussed with the Director during the virtual visit on August 18, 2021.

Staff Records

Records Reviewed: 10**Records with Missing/Incomplete Components: 0**

Staff # 1

Met

Date of Hire: 07/01/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 2

Met

Records Reviewed: 10

Records with Missing/Incomplete Components: 0

Date of Hire: 02/03/2020

Staff # 3 Met

Date of Hire: 12/09/2013

Staff # 4 Met

Date of Hire: 08/27/2018

Staff # 5 Met

Date of Hire: 01/02/2017

Staff # 6 Met

Date of Hire: 01/02/2019

Staff # 7 Met

Date of Hire: 12/01/2020

Staff # 8 Met

Date of Hire: 09/10/2020

Staff # 9 Met

Date of Hire: 03/09/2020

Staff # 10 Met

Date of Hire: 08/18/2021

Reminder - Health & Safety training is required within 90 calendar days of hired

Staff Credentials Reviewed: 9

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

Comment

Criminal record checks were observed to be complete.

Comment

Director provided one file for employees hired since the last visit.

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

Comment

Evidence observed of 50% of center staff certified in First Aid and CPR.

591-1-1-.33 Staff Training Met

Comment

Documentation observed of required staff training.

Comment

591-1-1-.33(4) - Please ensure that the cook completes four clock hours of training in food nutrition planning, preparation, serving, proper dish washing and food storage within their first year of hire.

Correction Deadline: 9/16/2021

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

Comment

Staff observed to be compliant with applicable laws and regulations.

| |
|---------------------------------|
| Staffing and Supervision |
|---------------------------------|

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

Met

Comment

Appropriate staff:child ratios were observed in all classrooms during a virtual visit on August 18, 2021.

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

Met

Comment

Staff observed to provide direct supervision and be attentive to children's needs.