



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: 4/4/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:15 AM

CCLC-23078

Twiggs Head Start

12956 Hwy 80 Jeffersonville, GA 31044 Twiggs County
 (478) 945-6955 Isnell.mgcaa@gmail.com

Regional Consultant

Sondra Paster

Phone: (478) 314-5803

Fax: (478) 314-5811

sondra.paster@dec.al.ga.gov

Mailing Address

P.O. Box 513
 Jeffersonville, GA 31044

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.
04/04/2018	Licensing Study	Good Standing	
09/20/2017	Monitoring Visit	Good Standing	
04/04/2017	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	A - room 1		2	0	C	22	C	NA	NA	Transitioning
Main	B - room 2		0	0	C	19	C	NA	NA	Not In Use
Main	C - room 3		2	0	C	20	C	NA	NA	Transitioning
Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 0			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Pldg	52	C

Comments

Center staff were present on this date. However, there were no children present on this date.

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

Kenneth Stephens, Program Official

Date

Sondra Paster, Consultant

Date



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

Findings Report

Date: 4/4/2018 **VisitType:** Licensing Study **Arrival:** 9:00 AM **Departure:** 11:15 AM

CCLC-23078**Twiggs Head Start**

12956 Hwy 80 Jeffersonville, GA 31044 Twiggs County
(478) 945-6955 lsnell.mgcaa@gmail.com

Mailing Address

P.O. Box 513
Jeffersonville, GA 31044

Regional Consultant

Sondra Paster

Phone: (478) 314-5803
Fax: (478) 314-5811
sondra.paster@decal.ga.gov

The following information is associated with a Licensing Study:

Activities and Equipment**591-1-1-.03 Activities****Met****Comment**

The consultant observed updated lesson plans throughout the center on this date.

Correction Deadline: 4/4/2018

591-1-1-.12 Equipment & Toys(CR)**Met****Comment**

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

Comment

The consultant observed no hazardous or unsecured equipment on this date.

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

Center does not provide swimming activities.

Children's Records**Records Reviewed: 5****Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met

Child # 5

Met

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

Parent agreements observed obtained/completed.

Comment

Parent authorizations obtained/completed.

Comment

Records were observed to be complete and well organized.

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

Bathrooms observed to be clean and well maintained.

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.

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

Center menu meets USDA guidelines.

Comment

CACFP Meal Pattern Requirements effective October 1, 2017 will be implemented October 1, 2018: 3 Components for breakfast: Grains, Vegetables, Fruits or both, Milk
5 Components for lunch – Grains, Meat/Meat alternates, Fruits, Vegetable, and Milk OR Grains, Meat/Meat alternates, 2 different types of vegetables, and Milk
2 of 5 Components for snack

Provided Updated CACFP Infant Meal pattern and Child/Adult Meal pattern flyers.

The Crediting Handbook for the CACFP can be located on DECAL and USDA's website:

DECAL

<http://decal.ga.gov/CACFP/Handbook.aspx>

USDA

<http://www.fns.usda.gov/cacfp/cacfp-handbooks>**591-1-1-.18 Kitchen Operations****Met****Comment**

Kitchen observed clean and well organized.

Health and Hygiene

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

N/A

Comment

The center does not provide care to children that require diapering practices.

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

Met

Comment

Staff stated proper hand washing procedures and practices on this date.

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

Not Evaluated

Comment

The director stated that no medication had been administered since the consultant's last visit on September 20, 2017.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures

Met

Comment

The center was observed to have an updated emergency written plan on this date.

Correction Deadline: 4/9/2018

Safety

591-1-1-.05 Animals

Met

Comment

Center does not keep animals on premises.

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

Met

Comment

Staff stated Age-appropriate discussion and redirection are methods of discipline used in the center.

591-1-1-.13 Field Trips(CR)

Met

Comment

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)

Met

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Met

Comment

The center does not provide care to 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: 7**Records with Missing/Incomplete Components: 0**

Staff # 1 Date of Hire: 08/25/2017	Met
Staff # 2 Date of Hire: 10/16/1989	Met
Staff # 3 Date of Hire: 08/04/2015	Met
Staff # 4	Met
Staff # 5 Date of Hire: 08/24/2017	Met
Staff # 6 Date of Hire: 02/05/2008	Met
Staff # 7	Met

Staff Credentials Reviewed: 7**591-1-1-.09 Criminal Records Check(CR)** **Met****Comment**

Criminal records checks were observed to be complete.

Comment

Director provided one file for employees hired since last visit.

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

Evidence observed of 100% of center staff certified in First Aid and CPR.

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

Documentation observed of required staff training for 2017.

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

Staff observed to meet applicable laws and regulations on this date.

Correction Deadline: 12/29/2017**Corrected on 4/4/2018****The director was observed to have completed an approved educational TCC (Technical Certificate of Credit) on this date.****Staffing and Supervision****591-1-1-.32 Staff:Child Ratios and Group Size(CR)** **Met**

Comment

There were no children present on this date. Proper ratios and classroom capacities were discussed with the director on this date.

591-1-1-.32 Supervision(CR)**Met****Comment**

There were no children present on this date. Proper supervision of children, including being prompt to children's needs, was discussed with the director on this date.