



**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:** 4/14/2021 **VisitType:** Licensing Study

**Arrival:** 12:00 PM

**Departure:** 1:00 PM

**CCLC-23078**

**Twiggs Head Start**

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

**Regional Consultant**

Laura Johnson

Phone: (470) 891-3520

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laura.johnson@dec.al.ga.gov

**Mailing Address**

P.O. Box 513  
 Jeffersonville, GA 31044

**Quality Rated:** ★ ★

<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.
04/14/2021	Licensing Study	Good Standing	
11/04/2020	Monitoring Visit	Good Standing	
10/09/2019	Monitoring Visit	Good Standing	
			<b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - 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 - room 1	Three Year Olds and Four Year Olds	2	8	C	22	C	NA	NA	Nap
Main	B - room 2		0	0	C	19	C	NA	NA	
Main	C - room 3	Three Year Olds and Four Year Olds	2	8	C	20	C	NA	NA	Nap
			Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 16			Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Pldg	52	C

**Comments**

An Administrative Review was conducted on April 14, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on April 23, 2021 with Kenneth Stevens. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on March 31, 2021 was reviewed during the virtual inspection.

Plan of Improvement: Developed This Date 04/14/2021

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/RuleAndRegulations.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](mailto: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](mailto:qualityrated@dec.state.ga.us)

Kenneth Stephens, Program Official

Date

Laura Johnson, Consultant

Date



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### Findings Report

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#### CCLC-23078

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#### Mailing Address

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The following information is associated with a Licensing Study:

### Activities and Equipment

#### 591-1-1-.12 Equipment & Toys(CR)

Met

#### Comment

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

#### Comment

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed and observed during a virtual walk through on April 23, 2021.

#### 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: 2**

Child # 1

Met

Child # 2

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 3

Met

Child # 4

Not Met

"Missing/Incomplete Components"

.08(3)-Address of Release Person Missing

Child # 5

Met

**591-1-1-.08 Children's Records****Technical Assistance****Technical Assistance**

591-1-1-.08(1) - The consultant spoke with the Director about ensuring that all child files include the 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.

**Correction Deadline: 4/14/2021****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 were observed accessible to the children in care during a virtual walk through of the facility on April 23, 2021.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. The grass 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-.15 Food Service & Nutrition****Met****Comment**

Center menu meets USDA guidelines.

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

Kitchen appears clean and well organized.

**Health and Hygiene****591-1-1-.10 Diapering Areas & Practices(CR)****Not Evaluated****Comment**

The program is a Head Start Program and does not currently provide care for diapering children.

**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 Director on April 23, 2021.

**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**

591-1-1-.21(1)(p) - The center's Written Emergency Plan was observed during a virtual visit on April 23, 2021. The plan was complete and up-to-date.

**Correction Deadline: 4/19/2021**

**Comment**

Program observed complete emergency drills

**Safety****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 on April 23, 2021.

**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.

**Comment**

The program is a Head Start Program and does not provide care for infants.

**Staff Records****Records Reviewed: 7****Records with Missing/Incomplete Components: 0**

Staff # 1 Met  
Date of Hire: 02/05/2008

Staff # 2 Met  
Date of Hire: 12/05/2019

Staff # 3 Met

**Records Reviewed: 7****Records with Missing/Incomplete Components: 0**

Date of Hire: 10/09/2018

Staff # 4

Met

Date of Hire: 08/04/2015

Staff # 5

Met

Date of Hire: 08/15/2007

Staff # 6

Met

Date of Hire: 08/24/2017

Staff # 7

Met

Date of Hire: 10/01/2018

**Staff Credentials Reviewed: 4****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Consultant requested to view all Criminal Record checks for employees hired after last visit. Director stated that there have been no new hires since last visit

**Comment**

Criminal record checks were observed to be complete.

**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.

**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 March 31, 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**

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

**Comment**

591-1-1-.32(7) - 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.

**Correction Deadline: 4/14/2021**

