



**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:** 9/20/2017    **VisitType:** Monitoring Visit    **Arrival:** 11:20 AM    **Departure:** 1:00 PM

**CCLC-23078**

**Twiggs Head Start**

12956 Hwy 80 Jeffersonville, GA 31044 Twiggs County  
 (478) 945-6955 Isnell.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@dec.al.ga.gov

<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.  <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.
09/20/2017	Monitoring Visit	Good Standing	
04/04/2017	Licensing Study	Good Standing	
10/04/2016	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	A - room 1	Three Year Olds and Four Year Olds	2	9	C	22	C	NA	NA	Nap, Transitioning
Main	B - room 2		0	0	C	19	C	NA	NA	Not In Use
Main	C - room 3	Three Year Olds	1	11	C	20	C	NA	NA	Lunch, Transitioning
Total Capacity @35 sq. ft.: 61			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 61							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Main Pldg	52	C

**Comments**

Plan of Improvement: Developed This Date 09/20/2017

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](http://www.decalkoala.com). You are encouraged not to wait and to complete the process as soon as possible.



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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.

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**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@decga.gov](mailto:CCSRefutations@decga.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://decga.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.

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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)

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Kenneth Stephens, Program Official

Date

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Sondra Paster, Consultant

Date



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### Findings Report

**Date:** 9/20/2017 **VisitType:** Monitoring Visit

**Arrival:** 11:20 AM

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The following information is associated with a Monitoring Visit:

Activities and Equipment
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**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

The consultant observed no unsecured equipment that posed a hazard to children on this date.

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

**N/A**

**Comment**

No Swimming Activities Provided

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

**Met**

**Comment**

Licensed Capacity Routinely Met

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

**Met**

**Comment**

Observation-Center Clean/Well Maintained

**Correction Deadline: 4/4/2017**

**Corrected on 9/20/2017**

The consultant observed no hazards to be present on this date.

**Correction Deadline: 4/4/2017**

**Corrected on 9/20/2017**

The consultant observed no multi-outlets to be accessible to children on this date.

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

**Met**

**Comment**

Observation-Clean/Good Repair

Correction Deadline: 4/4/2017

Corrected on 9/20/2017

The consultant observed the cement surrounding the fencing post to be covered on this date.

## Health and Hygiene

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

N/A

#### Comment

The center does not provide care for children that require diapering.

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

Met

#### Comment

Observed-Staff Remind Children Wash Hand

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

Not Evaluated

#### Comment

Discussed-Documentation/Procedures

#### Comment

The director stated that no medication had been given since the consultant's last visit on April 4, 2017.

## Safety

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

Met

#### Comment

Observed-Discussion/Redirection

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

N/A

#### Comment

No Routine Transportation Provided

## Sleeping & Resting Equipment

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

Met

#### Comment

Observed-Pleasant Naptime Environment

#### Comment

The center does not provide care for infants.

## Staff Records

Records Reviewed: 7

Records with Missing/Incomplete Components: 0

Staff # 1

Met

Date of Hire: 08/25/2017

Staff # 2

Met

Date of Hire: 10/16/1989

Staff # 3

Met

Date of Hire: 08/04/2015

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

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Staff # 4	Met
Staff # 5	Met
Date of Hire: 08/24/2017	
Staff # 6	Met
Date of Hire: 02/05/2008	
Staff # 7	Met
Date of Hire: 07/30/2015	

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**Staff Credentials Reviewed: 7**

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

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**Met****Comment**

Comprehensive Criminal Records Check completed for all staff employed on this date.

**Comment**

Two new staff hired since last visit on April 4, 2017.

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

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**Not Met****Finding**

Previously Cited: 591-1-1-.31(1)(b)2.(i - xiii) requires the Center to ensure the Director meets minimum educational and qualifying work requirements. The Center is required to have verification that the Director of the Center meets minimum requirements. It was determined based on observation that the newly hired center director was observed to be without the required education credentials.

**POI (Plan of Improvement)**

Previously Cited: The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation. The director stated that enrollment for the basic Technical Certificate of Credit program has begun and that the program will be completed in December 2017. .

The Center will ensure that the Director meets the minimum education and work requirements and secure the necessary documentation.

**Correction Deadline: 12/29/2017****Recited on 9/20/2017**

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)**

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**Met****Comment**

Observed-Appropriate Staff:Child Ratios

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

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**Met**

**Comment**

Observed-Adequate Supervision