



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: 11/2/2017 **VisitType:** Monitoring Visit

Arrival: 10:30 AM

Departure: 2:30 PM

CCLC-23310

Camden Head Start/Day Care Facility

1501 Georgia Ave. Woodbine, GA 31569 Camden County
 (912) 576-5923 rbenjamin@coastalgacaa.org

Regional Consultant

Connie Boatright

Phone: (912) 544-9701

Fax: (912) 544-9700

connie.boatright@decal.ga.gov

Mailing Address

PO Box 418
 Woodbine, GA 31569

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.
11/02/2017	Complaint Investigation & Monitoring Visit	Good Standing	
11/02/2017	Complaint Closure	Good Standing	
04/25/2017	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	PreK	2	17	C	20	C	NA	NA	Transitioning, Nap
Main	B	PreK	2	19	C	20	C	NA	NA	Transitioning, Nap
Main	C	Three Year Olds and Four Year Olds	2	14	C	15	C	NA	NA	Transitioning, Nap, Lunch
Main	D	Three Year Olds	2	7	C	11	C	NA	NA	Nap, Lunch, Transitioning
Main	E	Infants and One Year Olds	2	5	C	11	C	NA	NA	Feeding, Nap, Transitioning
Main	F	Three Year Olds and Four Year Olds	2	16	C	16	C	NA	NA	Lunch, Nap, Transitioning
Main	G		0	0	C	15	C	NA	NA	Not In Use
Main	H	Three Year Olds and Four Year Olds	2	12	C	17	C	NA	NA	Transitioning, Lunch, Nap

Total Capacity @35 sq. ft.: 125

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 90

Total Capacity @35 sq. ft.: 125

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	A	39	C
Main	B	228	C

Comments

This CI / MV is the first regulatory visit for Camden Head Start / Day Care Facility this 2017 - 2018 fiscal year.

The center currently has a two star Quality Rating.


The center director stated no medications are currently being administered.

The center provides field trips and routine transportation. Transportation was observed by the consultant.

The consultant reviewed all staff files and finds that each staff member has a satisfactory fingerprint criminal records clearance determination letter on file.

Plan of Improvement: Developed This Date

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@decalf.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://decalf.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.decal.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@decal.ga.gov

Rachel Benjamin, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

Date: 11/2/2017 **VisitType:** Monitoring Visit **Arrival:** 10:30 AM **Departure:** 2:30 PM

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The following information is associated with a Monitoring Visit:

Activities and Equipment

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

The consultant observed a variety of age appropriate activities throughout the center.

Correction Deadline: 11/2/2017

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

Observed-Variety Throughout Center

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

No Swimming Activities Provided

Facility

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

Observation-Clean and Well Maintained

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

Licensed Capacity Routinely Met

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

Observation-No Hazards Accessible

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

Discussed - tree inspection and evaluation. The center main playground has two tree roots which were uprooted during hurricane Irma. The center has placed a work order to have the roots removed. The main playground is not being used until repairs can be made. The center director has developed a plan allowing each classroom to play separately and at individual times on the small playground. The small playground has a license capacity of thirty nine.

Comment

591-1-1-.26(4) - The center main playground has six eight foot chain link fence panels which are damaged from hurricane Irma and two trees / branches falling onto the top of the fence. The center has placed a work order to have the fence repaired. The main playground is not being used until repairs can be made. The center director has developed a plan allowing each classroom to play separately and at individual times on the small playground. The small playground has a license capacity of thirty nine.

Correction Deadline: 11/2/2017

Health and Hygiene

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

Staff Stated Proper Knowledge

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

Observed-Proper Hand Washing Throughout

591-1-1-.20 Medications(CR)**Met****Comment**

No medications are currently being administered.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures**Met****Correction Deadline: 4/30/2017****Corrected on 11/2/2017**

.21(3) - The previous citation is observed to be corrected on this date. The consultant observed fire drill logs to be thoroughly documented.

Safety

591-1-1-.05 Animals**Met****Comment**

No Animals Kept

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

Observed-Discussion/Redirection

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)**Met****Comment**

Observed-Complete Documentation

Comment

Observed-Complete Documentation

Sleeping & Resting Equipment

Comment

Correct number of mats; disinfecting discussed

Comment

Discussed-SIDS/Infant Sleeping Position

Comment

Observed-Pleasant Naptime Environment

Staff Records

Records Reviewed: 22

Records with Missing/Incomplete Components: 0

Staff # 1	Met
Date of Hire: 09/18/2015	
Staff # 2	Met
Staff # 3	Met
Date of Hire: 08/07/2015	
Staff # 4	Met
Date of Hire: 04/15/1996	
Staff # 5	Met
Date of Hire: 10/02/2017	
Staff # 6	Met
Staff # 7	Met
Date of Hire: 10/23/2017	
Staff # 8	Met
Date of Hire: 09/07/2010	
Staff # 9	Met
Staff # 10	Met
Staff # 11	Met
Date of Hire: 10/19/1998	
Staff # 12	Met
Date of Hire: 03/16/2017	

Records Reviewed: 22

Records with Missing/Incomplete Components: 0

Staff # 13 Date of Hire: 01/02/2013	Met
Staff # 14 Date of Hire: 08/01/2004	Met
Staff # 15 Date of Hire: 03/06/2000	Met
Staff # 16 Date of Hire: 10/15/1988	Met
Staff # 17 Date of Hire: 08/21/2013	Met
Staff # 18 Date of Hire: 01/25/2016	Met
Staff # 19 Date of Hire: 07/07/2009	Met
Staff # 20 Date of Hire: 08/03/2017	Met
Staff # 21 Date of Hire: 02/12/2018	Met
Staff # 22 Date of Hire: 10/19/2016	Met

Staff Credentials Reviewed: 22

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

Comment

Criminal Records Check complete

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

Comment

Lead staff education requirements

Staffing and Supervision

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

Comment

Observed-Appropriate Staff:Child Ratios

Comment

Observed-Direct Supervision/Attentive Staff