



**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:** 3/31/2021    **VisitType:** Licensing Study    **Arrival:** 4:00 PM    **Departure:** 5:00 PM

**CCLC-23310**

**Camden Head Start/Day Care Facility**

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

**Regional Consultant**

Jerica Davis

Phone: (478) 314-9452  
 Fax: (478) 314-9443  
 jerica.davis@dec.al.ga.gov

**Mailing Address**

PO Box 418  
 Woodbine, GA 31569

**Quality Rated:** ★ ★

<b>Compliance Zone Designation</b>		
03/31/2021	Licensing Study	Good Standing
11/09/2020	Monitoring Visit	Good Standing
09/27/2019	Monitoring Visit	Good Standing

**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.

**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	Three Year Olds and Four Year Olds	2	6	C	20	C	NA	NA	Centers
Main	B	PreK	2	13	C	20	C	NA	NA	Centers
Main	C		0	0	C	15	C	NA	NA	
Main	D	Infants and One Year Olds	2	6	C	11	C	NA	NA	Floor Play, Diapering
Main	E	Two Year Olds	1	3	C	11	C	NA	NA	Circle Time
Main	F	Three Year Olds and Four Year Olds	2	8	C	16	C	NA	NA	Transitioning
Main	G	Three Year Olds and Four Year Olds	1	9	C	15	C	NA	NA	Transitioning
Main	H	Three Year Olds and Four Year Olds	2	6	C	17	C	NA	NA	Centers

Total Capacity @35 sq. ft.: 125

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 51

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

An Administrative Review was conducted on March 31, 2021. Staff files, children's files, training, and background checks were all reviewed. A virtual inspection was conducted on April 12, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on February 15, 2021 was reviewed during the virtual inspection.

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).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.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)

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Rachel Benjamin, Program Official

Date

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Jerica Davis, Consultant

Date



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### Findings Report

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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 during the Virtual Visit.

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

**Met**

**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**

Child records were observed to be complete and well organized during the Administrative Review.

**Facility**

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

**Comment**

Licensed capacity observed to be routinely met by center during the Virtual Visit.

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

**Comment**

No hazards were observed accessible to children during the Virtual Visit.

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

**Comment**

Playground observed to be clean and in good repair. Routine playground maintenance was discussed during the Virtual Visit.

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**Food Service**

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

**Comment**

The center menu was reviewed during the Administrative Review and meets USDA guidelines.

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**Health and Hygiene**

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

**Comment**

Proper diapering procedures were discussed during the Virtual Visit.

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

**Comment**

Proper hand washing procedures were discussed during the Virtual Visit.

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

**Comment**

Documentation for medication dispensing was observed complete during the Administrative Review.

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**Safety**

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**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 Visit. Regulations regarding proper discipline were discussed with the Director on this date.

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

**Comment**

Center is not currently providing routine transportation.

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**Sleeping & Resting Equipment**

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

**Comment**

Discussed SIDS and infant sleeping positions during the Virtual Visit.

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**Staff Records**

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Staff # 1 Date of Hire: 07/06/2015	Met
Staff # 2 Date of Hire: 08/01/2004	Met
Staff # 3 Date of Hire: 08/12/2019	Met
Staff # 4 Date of Hire: 11/27/2018	Met
Staff # 5 Date of Hire: 07/24/2020	Met
Staff # 6 Date of Hire: 10/02/2018	Met
Staff # 7 Date of Hire: 08/13/2008	Met
Staff # 8 Date of Hire: 04/08/2019	Met
Staff # 9 Date of Hire: 01/15/2021	Met
Staff # 10 Date of Hire: 08/21/2013	Met
Staff # 11 Date of Hire: 01/30/2020	Met
Staff # 12 Date of Hire: 10/02/2025	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 13 Date of Hire: 03/20/2018	Met
Staff # 14 Date of Hire: 08/15/1991	Met
Staff # 15 Date of Hire: 01/02/2013	Met

Staff # 16 Date of Hire: 02/11/2019	Met
Staff # 17 Date of Hire: 01/25/2016	Met
Staff # 18 Date of Hire: 08/26/2019	Met
Staff # 19 Date of Hire: 03/07/2018	Met
Staff # 20 Date of Hire: 10/15/1988	Met

**Staff Credentials Reviewed: 8**

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

**Comment**

Criminal record checks were observed to be complete during the Administrative Review.

**Comment**

Director provided 1 file for an employee hired since last visit.

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

**Comment**

Evidence observed of more than 50% of center staff certified in First Aid and CPR during the Administrative Review.

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

**Comment**

Documentation observed of required annual staff training during the Administrative Review.

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**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**

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

**Comment**

Center observed to maintain appropriate staff:child ratios during the Virtual Visit.

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

**Comment**

Staff observed to provide direct supervision and be attentive to children's needs during the Virtual Visit.