



**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:** 4/19/2021 **VisitType:** Monitoring Visit **Arrival:** 11:00 AM **Departure:** 12:00 PM

**CCLC-2409**

**Bryan Head Start**

166 Bacontown Road Pembroke, GA 31321 Bryan County  
 (912) 653-4990 acallender@coastalgacaa.org

**Regional Consultant**

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@dec.al.ga.gov

**Mailing Address**

P O Box 1089  
 Pembroke, GA 31321

**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.  <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.
04/19/2021	Monitoring Visit	Good Standing	
11/06/2020	Licensing Study	Good Standing	
03/10/2020	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
Front Building	#9 3L		0	0	C	24	C	NA	NA	
Front Building	Rm 4	Three Year Olds and Four Year Olds	2	12	C	21	C	NA	NA	Free Play
Front Building	Rm 5	PreK	2	8	C	21	C	NA	NA	Outside
Total Capacity @35 sq. ft.: 66			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 20			Total Capacity @35 sq. ft.: 66							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Front Building	Playground	434	C

**Comments**

A virtual inspection was conducted on April 19, 2021 with the Provider. 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.

A one day letter was left on this date.

Plan of Improvement: Developed This Date 04/19/2021

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)

Amanda Callender, Program Official

Date

Kimberly Stoy, 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:** 4/19/2021 **VisitType:** Monitoring Visit

**Arrival:** 11:00 AM

**Departure:** 12:00 PM

#### CCLC-2409

##### Bryan Head Start

166 Bacontown Road Pembroke, GA 31321 Bryan County  
(912) 653-4990 acallender@coastalgacaa.org

##### Mailing Address

P O Box 1089  
Pembroke, GA 31321

#### Regional Consultant

Kimberly Stoy

Phone: (678) 747-6836

Fax: (706) 314-7859

kimberly.stoy@decal.ga.gov

The following information is associated with a Monitoring Visit:

### Activities and Equipment

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

Met

##### Comment

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

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

N/A

##### Comment

Center does not provide swimming activities.

### Facility

#### 591-1-1-.19 License Capacity(CR)

Met

##### Comment

Licensed capacity observed to be met on this date.

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

Met

##### Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

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

Met

##### Comment

Playground observed to be clean and in good repair.

### Health and Hygiene

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

Met

##### Comment

There were no diapered children enrolled in the program on this date.

---

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated in person and will be reviewed during the next regulatory visit. Hand washing supplies were observed, and hand washing practices were discussed with the Director on this date.

---

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

The Provider currently does not dispense/administer medication.

---

**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 this date.

---

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

Complete documentation of transportation observed.

---

**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.

---

**Staff Records**

---

---

**Records Reviewed: 8****Records with Missing/Incomplete Components: 1**

---

Staff # 1	Met
Date of Hire: 08/22/2000	
Staff # 2	Met
Date of Hire: 10/30/2013	
Staff # 3	Met
Staff # 4	Met
Staff # 5	Not Met
Date of Hire: 04/25/2016	
<u>"Missing/Incomplete Components"</u>	
.09-Criminal Records Check Missing	
Staff # 6	Met
Date of Hire: 08/01/2019	

Staff # 7

Met

Date of Hire: 11/15/2017

Staff # 8

Met

Date of Hire: 03/26/2019

**Staff Credentials Reviewed: 1****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that employee #5 did not have a current satisfactory Comprehensive Records Check Determination on file.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will ensure the CRC rules are maintained.

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

591-1-1-.09(1)(l)3. requires the Center to immediately require a new Comprehensive Records Check Determination for a Director, Employee or Provisional Employee at least once every five years. It was determined based on a review of records that employee #5 did not complete a new Comprehensive Records Check Determination after five years.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will ensure that each Director, Employee and Provisional Employee has a Comprehensive Records Check Determination on file that has been issued within the past five years. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will ensure CRC rules are maintained.

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

A Virtual Visit was conducted due to the COVID-19 pandemic. This rule was unable to be evaluated in person and will be reviewed during the next visit.