



**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:** 9/26/2017    **VisitType:** Licensing Study    **Arrival:** 9:40 AM    **Departure:** 12:10 PM

**CCLC-27900**

**Cook County Headstart**

504 West First Street Adel, GA 31620 Cook County  
(229) 896-7322 jgriffin@cpheadstart.org

**Regional Consultant**

Jackqueline Frederick

Phone: (229) 386-3247

Fax: (229) 238-2435

jackqueline.frederick@decal.ga.gov

**Mailing Address**

Same

<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.
09/26/2017	Licensing Study	Good Standing	
04/25/2017	Monitoring Visit	Good Standing	
12/02/2016	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	Rm A	Three Year Olds	2	14	C	17	C	NA	NA	Art
Main	Rm B	Three Year Olds and Four Year Olds	2	14	C	20	C	NA	NA	Circle Time
Main	Rm C	Three Year Olds and Four Year Olds	2	15	C	20	C	NA	NA	Art
Main	Rm D	Three Year Olds and Four Year Olds	2	15	C	17	C	NA	NA	Circle Time

Total Capacity @35 sq. ft.: 74

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 58

Total Capacity @35 sq. ft.: 74

Total Capacity @25 sq. ft.: 0

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground 1	145	C
Main	Playground 2	45	C

**Comments**

The purpose of today's is to conduct a licensing study.

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).



**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.



**Sign up Today!**

[www.qualityrated.decga.gov](http://www.qualityrated.decga.gov)

Any Licensed Program Eligible to Participate

**Free** Approved Training

**Free** Technical Assistance

Eligible for \$1,000 Materials Mini Grant

1, 2, 3 Star Rated Programs Receive Bonus Packages

Great Marketing Tool

Raises the Bar in Child Care

For More Information:

Email: [QualityRated@decga.gov](mailto:QualityRated@decga.gov) or Call: 855-800-7747

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@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.

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)

\_\_\_\_\_  
Jasmine Griffin, Program Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jackqueline Frederick, 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:** 9/26/2017    **VisitType:** Licensing Study    **Arrival:** 9:40 AM    **Departure:** 12:10 PM

**CCLC-27900**

**Cook County Headstart**

504 West First Street Adel, GA 31620 Cook County  
(229) 896-7322 jgriffin@cpheadstart.org

**Mailing Address**  
Same

**Regional Consultant**

Jackqueline Frederick

Phone: (229) 386-3247

Fax: (229) 238-2435

jackqueline.frederick@decal.ga.gov

The following information is associated with a Licensing Study:

#### Activities and Equipment

**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-.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**

Observation-Clean/Good Repair

#### Health and Hygiene

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

**Met**

**Comment**

No children enrolled that require diapering.

---

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

Observed-Proper Hand Washing Throughout

---

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

Center does not dispense medication.

**Safety**

---

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

Observed-Discussion/Redirection

**Comment**

Observed-Positive Learning Environment

---

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

Observed-Complete Documentation

**Sleeping & Resting Equipment**

---

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

Observed cots to be stored away from the children as required.

**Staff Records**

---

**Records Reviewed: 14****Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 08/08/2016	
Staff # 2	Met
Date of Hire: 10/11/2016	
Staff # 3	Met
Date of Hire: 08/01/2016	
Staff # 4	Met
Date of Hire: 10/24/2016	
Staff # 5	Met
Date of Hire: 11/15/2011	
Staff # 6	Met
Date of Hire: 07/19/2012	
Staff # 7	Met

**Records Reviewed: 14**

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

Date of Hire: 05/28/2015

Staff # 8 Met

Date of Hire: 04/29/2014

Staff # 9 Met

Date of Hire: 10/17/2016

Staff # 10 Met

Staff # 11 Met

Date of Hire: 07/26/2005

Staff # 12 Met

Date of Hire: 11/14/2016

Staff # 13 Met

Staff # 14 Met

Date of Hire: 08/23/2017

**Staff Credentials Reviewed: 14**

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

**Comment**

Criminal Records Check complete

**591-1-1-.14 First Aid & CPR Technical Assistance**

**Technical Assistance**

591-1-1-.14(3) - Center will ensure that first aid kits are complete with the required items. Center will conduct random checks of first aid kits.

**Correction Deadline: 10/6/2017**

**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

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

**Comment**

Observed-Adequate Supervision