



**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: 4/24/2018 **VisitType:** Monitoring Visit **Arrival:** 11:40 AM **Departure:** 12:55 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

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.
04/24/2018	Monitoring Visit	Good Standing	
11/16/2017	Incident Investigation Closure	Good Standing	
11/16/2017	Incident Investigation/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	Rm A	Four Year Olds	2	13	C	17	C	NA	NA	Transitioning
Main	Rm B	Three Year Olds and Four Year Olds	2	11	C	20	C	NA	NA	Transitioning
Main	Rm C	Four Year Olds and Five Year Olds	2	13	C	20	C	NA	NA	Transitioning
Main	Rm D	Three Year Olds and Four Year Olds	2	13	C	17	C	NA	NA	Transitioning

Total Capacity @35 sq. ft.: 74

Total Capacity @25 sq. ft.: 0

Total # Children this Date: 50

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 visit is to conduct a monitoring visit.

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. 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@dec.al.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://dec.al.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.dec.al.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@dec.al.ga.gov

Jasmine Griffin, Program Official

Date

Jackqueline Frederick, Consultant

Date



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Findings Report

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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)

Met

Comment

Center does not provide swimming activities.

Facility

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

Met

Comment

Licensed capacity observed to be routinely met by center.

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

Met

Comment

No hazards observed accessible to children on this date.

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 children enrolled in the program on this date that require diapering.

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

Proper hand washing observed throughout the center.

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

Center does not dispense medication at this time.

Safety

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

Staff were observed to maintain a positive learning environment on this date.

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

Field trip documentation observed to be complete.

591-1-1-.36 Transportation(CR)**Not Met****Finding**

591-1-1-.36(7)(c)3. requires that the driver or other designated person document in writing the time of arrival and departure each time the vehicle departs from the Center, is loaded or unloaded at each school and when the vehicle returns to the Center; each time the vehicle departs from the Center, arrives at the location where any child is picked up or dropped off and when the vehicle returns to the Center; each time the vehicle leaves the Center, arrives at a field trip destination, leaves a field trip destination, and returns to the Center. It was determined based on a review of the transportation log that on Wednesday, March 07, 2018 the return time for the second morning route (Load A) was observed to be missing and not accounted for as required.

POI (Plan of Improvement)

The Center will ensure that each time of arrival and departure is documented by the driver or designated person with training, review and monitoring.

Correction Deadline: 4/25/2018

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.

Staff Records**Records Reviewed: 15****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: 10/24/2016

Records Reviewed: 15

Records with Missing/Incomplete Components: 0

Staff # 4 Date of Hire: 11/15/2011	Met
Staff # 5 Date of Hire: 07/19/2012	Met
Staff # 6 Date of Hire: 10/04/2017	Met
Staff # 7 Date of Hire: 05/28/2015	Met
Staff # 8 Date of Hire: 04/29/2014	Met
Staff # 9 Date of Hire: 10/17/2016	Met
Staff # 10 Date of Hire: 01/14/2018	Met
Staff # 11 Date of Hire: 07/26/2005	Met
Staff # 12 Date of Hire: 11/14/2016	Met
Staff # 13 Date of Hire: 07/17/2017	Met
Staff # 14	Met
Staff # 15 Date of Hire: 08/23/2017	Met

Staff Credentials Reviewed: 15

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

Comment

Criminal records checks were observed to be complete.

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

Comment

Discussed that all lead staff must enroll in an approved education program within 6 months of hire and complete degree within 18 months.

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

Correction Deadline: 11/16/2017

Corrected on 4/24/2018

.32(7) - Citation observed corrected on this date.