



**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:** 3/7/2019    **VisitType:** Monitoring Visit    **Arrival:** 11:00 AM    **Departure:** 1:30 PM

**CCLC-27902**

**Lowndes I Head Start Center**

1613 Ulmer Avenue Valdosta, GA 31601 Lowndes County  
 (229) 244-6300 vwilliams@cpheadstart.org

**Regional Consultant**

Beth Houtz

Phone: (229) 238-2130  
 Fax: (229) 238-2955  
 beth.houtz@decga.gov

**Mailing Address**  
 Same

**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.
03/07/2019	Monitoring Visit	Good Standing	
10/30/2018	Licensing Study	Good Standing	
02/28/2018	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	3 years- Rm G	Three Year Olds and Four Year Olds	2	11	C	15	C	NA	NA	Music, Transitioning
Main	Rm A	Three Year Olds	2	15	C	15	C	NA	NA	Outside
Main	Rm B	Four Year Olds	2	15	C	17	C	NA	NA	Story
Main	Rm C	Three Year Olds and Four Year Olds	2	11	C	16	C	NA	NA	Outside, Transitioning
Main	Rm D	Four Year Olds	2	14	C	16	C	NA	NA	Transitioning
Main	Rm E	Four Year Olds	2	14	C	17	C	NA	NA	Centers
Main	Rm F	Four Year Olds	2	13	C	16	C	NA	NA	TV
Main	Rm H	Four Year Olds	2	14	C	16	C	NA	NA	Lunch, Transitioning
Main	Rm I	Four Year Olds	2	14	C	16	C	NA	NA	Lunch
Main	Rm J	Four Year Olds	2	12	C	16	C	NA	NA	Lunch
Total Capacity @35 sq. ft.: 160			Total Capacity @25 sq. ft.: 0							
Total # Children this Date: 133			Total Capacity @35 sq. ft.: 160							
			Total Capacity @25 sq. ft.: 0							

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	155	C

### Comments

The purpose of today's visit is a monitoring visit. This is the second visit of the fiscal year. The center is a Head start Program and provides transportation,

Plan of Improvement: Developed This Date 03/07/2019

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)

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Valerie Williams, Program Official

Date

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Beth Houtz, Consultant

Date



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### Findings Report

**Date:** 3/7/2019 **VisitType:** Monitoring Visit **Arrival:** 11:00 AM **Departure:** 1:30 PM

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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. The center is in the process of removing the blue and tan vinyl chairs and couches from the classrooms reading centers due to wear and tear. The center will repair or replace the chairs.

**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)**

**Not Met**

**Finding**

591-1-1.25(13) requires that potentially hazardous equipment, materials and supplies be stored in a locked area inaccessible to children. It was determined based on observation that in classroom B and classroom D there were black plastic bags in the dramatic play centers presenting a choking hazard to children in care. In classroom C there was a plastic bag with 3-4 blown up balloons inside of a tied up plastic bag in the dramatic play area. Additionally, in classroom H the storage cabinet could not be locked and Lysol wipes and Lysol spray were accessible to children inside of the cabinet.

**POI (Plan of Improvement)**

The Center will identify all hazardous items and keep them in a locked area inaccessible to children. The Center will inform all Staff about hazardous items and the safe storage of those items.

The director removed the plastic bags and the balloons from the classrooms during the visit and will submit a work order for the cabinet lock to be repaired.

**Correction Deadline: 3/7/2019**

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

**Not Met**

**Technical Assistance**

591-1-1-.26(6) - The consultant observed a round hole at the top of the tire swing where one of the chains used to be placed. The center will cover the hole to ensure it is not a hazard to children in care.

**Correction Deadline: 3/17/2019**

**Finding**

591-1-1-.26(9) requires the playground to be kept clean, free from litter and free of hazards, such as but not limited to rocks, exposed tree roots and exposed sharp edges of concrete. It was determined based on observation that there were two active ant beds to the left of the classroom building exterior doors and a wasp nest under the tallest blue top of the yellow, red, and blue play set.

**POI (Plan of Improvement)**

The Center will remove any litter and fix or remove hazards from the playground and will routinely monitor the playground and remove litter and hazards.

The center treated the ant beds and removed the wasp nest during the visit.

**Correction Deadline: 3/7/2019**

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**Health and Hygiene**

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

**Met**

**Comment**

There were no diapered children enrolled in the program on this date. The program is a Head Start program for children ages three to four-years-old. Proper diapering/changing procedures were discussed.

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

**Met**

**Comment**

Proper hand washing observed throughout the center.

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

**Met**

**Comment**

The Provider currently does not dispense/administer medication.

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**Safety**

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

**Met**

**Comment**

Age-appropriate discussion and/or redirection observed.

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

**Not Met**

**Finding**

591-1-1-.36(7)(c)2. requires that the driver or other designated person shall immediately document in writing, with a check or other mark/symbol to account for each child listed on the passenger transportation checklist each time a child enters and exits the vehicle. The driver or other designated staff person shall document in writing with a different mark/symbol to account for each child listed on the passenger transportation checklist who was not present on the vehicle for any reason. An explanation shall be documented in writing whenever a child is transported to a field trip site but is not present on the return trip to the Center. It was determined bases on a review of records that on the transportation checklist for the week of March 3 - 8, 2019 one of five children was not checked or marked to account for unloading of the vehicle on the Claudia/Ricardo route transportation checklist and one of four children was not checked or marked to account for unloading of the vehicle on the M.Martin Dr/Troup route transportation checklist..

**POI (Plan of Improvement)**

The driver/other designated person will immediately document in writing with a check/mark/symbol each time a child gets on and off the vehicle.

The Director spoke with the transportation staff during the visit and discussed the missing requirements and the proper procedures.

**Correction Deadline: 3/8/2019**

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that for the week of March 4-8, 2019 on the Lowndes Dr/Pineview and the Deborah/Pineview transportation route sheets there was no second check signature for the A.M. route on March 7, 2019 on either transportation sheet.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

The Director spoke with the transportation staff during the visit and discussed the missing requirements and the proper procedures.

**Correction Deadline: 3/7/2019**

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

Criminal record checks were observed to be complete.

**Comment**

Director provided six file(s) for employees hired since last visit.

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

Staff observed to be compliant with applicable laws and regulations.

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

Center observed to maintain appropriate staff:child ratios.

**Comment**

Center observed to maintain appropriate staff:child ratios.