



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: 8/24/2018 **VisitType:** Licensing Study **Arrival:** 11:00 AM **Departure:** 2:00 PM

CCLC-3192

Family Resource Agency, Chattooga Head Start/EHS/Pre-K

262 N. Congress St. Summerville, GA 30747 Chattooga County
 (706) 857-1651 janderson@fragahs.com

Mailing Address
 Same

Regional Consultant

Patty Malone

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coty.cummings@decals.ga.gov

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.
08/24/2018	Licensing Study	Good Standing	
02/06/2018	Monitoring Visit	Good Standing	
08/22/2017	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
1st Trailer	D-1st Right Trailer - 2nd entrance		0	0	C	20	C	NA	NA	
1st Trailer	E - 1st Right Trailer - 1st entrance	Three Year Olds and Four Year Olds	2	12	C	20	C	NA	NA	Music, Transitioning
Total Capacity @35 sq. ft.: 40						Total Capacity @25 sq. ft.: 0				
2nd Trailer	F- 2nd Right Trailer	Two Year Olds	2	6	C	14	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 14						Total Capacity @25 sq. ft.: 0				
3rd Trailer	G-3rd Rear Trailer	One Year Olds	2	6	C	12	C	NA	NA	Nap
Total Capacity @35 sq. ft.: 12						Total Capacity @25 sq. ft.: 0				
Main	A 1st Left -Main Building	Two Year Olds	2	6	C	16	C	NA	NA	Lunch
Main	B- 2nd Left Rear-Main Building	Infants and One Year Olds	2	3	C	17	C	NA	NA	Nap, Floor Play
Main	C-1st Right-Main Building		0	0	C	11	C	NA	NA	
Total Capacity @35 sq. ft.: 44						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 33			Total Capacity @35 sq. ft.: 110			Total Capacity @25 sq. ft.: 0				

Comments

The purpose of the visit was to conduct a licensing study and follow-up from the previous visit on February 6, 2018.

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

Joyce Anderson, Program Official

Date

Patty Malone, 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.

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

N/A

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

Records were observed to be complete and well organized.

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

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.

Food Service

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

Comment

Center menu meets USDA guidelines.

591-1-1-.18 Kitchen Operations **Met**

Comment

Kitchen appears clean and well organized.

Health and Hygiene

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

Comment

Staff state proper knowledge of diapering procedures.

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

Comment

Proper hand washing observed in the center.

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

Comment

The director stated that no medications have been administered since the last visit.

Policies and Procedures

591-1-1-.21 Operational Policies & Procedures **Met**

Comment

The consultant observed documentation of the required emergency drills.

Correction Deadline: 8/29/2018

Safety

591-1-1-.05 Animals **N/A**

Comment

Center does not keep animals on premises.

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)**N/A****Comment**

Center does not participate in field trips at this time.

591-1-1-.36 Transportation(CR)**N/A****Comment**

Center does not provide routine transportation.

Sleeping & Resting Equipment

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

Pleasant naptime environment observed.

Staff Records

Records Reviewed: 18**Records with Missing/Incomplete Components: 0**

Staff # 1	Met
Date of Hire: 09/14/2015	
Staff # 2	Met
Date of Hire: 09/12/2017	
Staff # 3	Met
Date of Hire: 10/03/2016	
Staff # 4	Met
Date of Hire: 08/03/2017	
Staff # 5	Met
Date of Hire: 02/20/2018	
Staff # 6	Met
Date of Hire: 04/05/2017	
Staff # 7	Met
Date of Hire: 08/20/2018	
Staff # 8	Met
Date of Hire: 04/30/2004	
Staff # 9	Met
Date of Hire: 08/16/2017	

Records Reviewed: 18

Records with Missing/Incomplete Components: 0

Staff # 10 Date of Hire: 09/19/2016	Met
Staff # 11 Date of Hire: 09/13/2010	Met
Staff # 12 Date of Hire: 12/01/2000	Met
Staff # 13 Date of Hire: 08/01/2014	Met
Staff # 14 Date of Hire: 11/14/2005	Met
Staff # 15 Date of Hire: 02/07/2012	Met
Staff # 16 Date of Hire: 09/25/2012	Met
Staff # 17 Date of Hire: 08/06/2018	Met
Staff # 18 Date of Hire: 07/01/2016	Met

Staff Credentials Reviewed: 18

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

Comment

The director provided files for three staff hired since the last visit. Criminal record checks were observed to be complete on this date.

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

Comment

Evidence observed of over 50% of center staff certified in First Aid and CPR.

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

Comment

The consultant observed documentation of annual training for 2017 and the required health and safety training.

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.

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

Staff observed to provide direct supervision and be attentive to children's needs.