



**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: 12/6/2017 **VisitType:** Licensing Study **Arrival:** 12:10 PM **Departure:** 2:30 PM

CCLC-32691

**Enrichment Services Program, Inc. Early Head Start at
Boxwood Place**

1700 Boxwood Place Columbus, GA 31906 Muscogee County
(706) 660-5381 tbarnes@esheadstart.org

Mailing Address
Same

Regional Consultant

Penny Svenson

Phone: (470) 346-1037

Fax: (678) 891-5613

penny.svenson@decal.ga.gov

Quality Rated: ★ ★

Compliance Zone Designation		
12/06/2017	Licensing Study	Good Standing
04/11/2017	Licensing Study	Good Standing
11/14/2016	Monitoring Visit	Good Standing

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.

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	Room A -1st Right	Infants and One Year Olds	3	7	C	8	C	NA	NA	Feeding,Floor Play
Main	Room B - 2nd Right	One Year Olds	2	8	C	8	C	NA	NA	Nap,Lunch
Main	Room C -3rd Right	One Year Olds and Two Year Olds	2	8	C	8	C	NA	NA	Nap,Lunch
Main	Room D - 4th Rt.	Two Year Olds and Three Year Olds	3	8	C	8	C	NA	NA	Nap,Lunch
Main	Room E - 5th Rt.	Three Year Olds	3	7	C	8	C	NA	NA	Nap,Lunch
Main	Room F - 6 th Rt.	Two Year Olds and Three Year Olds	2	8	C	8	C	NA	NA	Lunch,Nap
Total Capacity @35 sq. ft.: 48						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 46			Total Capacity @35 sq. ft.: 48			Total Capacity @25 sq. ft.: 0				

Building	Playground	Playground Occupancy	Playground Compliance
Main	playground	63	C

Comments

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

Toya Barnes, Program Official

Date

Penny Svenson, 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

Observed-Variety Throughout Center

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

Met

Comment

No Swimming Activities Provided

Facility

591-1-1-.06 Bathrooms

Met

Comment

Observation-Clean and Well Maintained

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

Met

Comment

Licensed Capacity Routinely Met

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

Met

Correction Deadline: 4/11/2017

Corrected on 12/6/2017

Correction was observed on this date.

Correction Deadline: 4/11/2017

Corrected on 12/6/2017

Correction was observed on this date.

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

Met

Comment

Observation-Clean/Good Repair

Food Service

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

Met

Comment

Menu Meets USDA Guidelines

591-1-1-.18 Kitchen Operations

Met

Comment

Kitchen Appears Clean/Well Organized

Health and Hygiene

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

Met

Comment

Staff Stated Proper Knowledge

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

Met

Comment

Observed-Proper Hand Washing Throughout

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

Met

Comment

Observed-Complete Documentation

Safety

591-1-1-.05 Animals

Met

Comment

No Animals Kept

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

Met

Comment

Observed-Positive Learning Environment

591-1-1-.13 Field Trips(CR)

Met

Comment

No Field Trips at This Time

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

Met

Comment

No Routine Transportation Provided

Sleeping & Resting Equipment

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

Met

Comment

Observed-Pleasant Naptime Environment

Staff Records

Staff # 1 Date of Hire: 09/27/2017	Met
Staff # 2 Date of Hire: 08/18/2016	Met
Staff # 3 Date of Hire: 12/15/2016	Met
Staff # 4 Date of Hire: 09/15/2016	Met
Staff # 5 Date of Hire: 07/24/2014	Met
Staff # 6 Date of Hire: 05/17/2012	Met
Staff # 7 Date of Hire: 07/25/2019	Met
Staff # 8 Date of Hire: 07/24/2014	Met
Staff # 9 Date of Hire: 11/14/2014	Met
Staff # 10 Date of Hire: 11/16/2017	Met
Staff # 11 Date of Hire: 09/27/2017	Met
Staff # 12 Date of Hire: 09/12/2013	Met
Staff # 13 Date of Hire: 09/15/2016	Met
Staff # 14 Date of Hire: 11/17/2015	Met
Staff # 15 Date of Hire: 09/27/2017	Met

Records Reviewed: 21

Records with Missing/Incomplete Components: 0

Staff # 16 Date of Hire: 11/17/2016	Met
Staff # 17 Date of Hire: 09/27/2017	Met
Staff # 18 Date of Hire: 09/27/2017	Met
Staff # 19 Date of Hire: 09/23/2013	Met
Staff # 20 Date of Hire: 01/21/2016	Met
Staff # 21 Date of Hire: 11/16/2017	Met

Staff Credentials Reviewed: 21

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

Comment

Criminal Records Check complete

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

Correction Deadline: 4/21/2017

Corrected on 12/6/2017

Correction was observed on this date.

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

Comment

Observed - Documentation Of Training

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-Direct Supervision/Attentive Staff